Village of Fayetteville
Planning Board

425 East Genesee Street
Fayetteville, New York 13066

Telephone: (315) 637-9864
Fax: (315) 637-0106

The Planning Board meeting is generally the first Monday of each month beginning at 7 p.m. at the village hall.

- A complete application must be received by the Secretary to the Planning Board **TWO (2) WEEKS** prior to a scheduled Planning Board meeting. A checklist may be provided for informational purposes only, and is not to be "used" or "removed" and all items listed must be on the plan at the time of submittal for major site plan review.

- A sign application, design, site plan and or survey must be to scale showing the proposed improvement and must be attached to this application.

- Submit Ten (10) sets of the application, site plan, and supporting reports.
    - **This original application, with required attachments, including an Environmental Assessment Form, plus 8 hardcopies and 1 digital copy must be received by this office at least 14 days prior to the Planning Board meeting in order to assure a position on the agenda.**

- YOU OR PERSON(S) ACTING ON YOUR BEHALF **MUST ATTEND** THE SCHEDULED PUBLIC HEARING IN ORDER FOR YOUR APPLICATION TO BE REVIEWED.

FEE SCHEDULE:

§187-42 SITE PLAN - ONE FAMILY	$85.00
§187-42 SITE PLAN/Major - COMMERCIAL	$375.00
§187-42 SITE PLAN/Minor - COMMERCIAL	$250.00
§187-42 SITE PLAN MODIFICATION - ONE FAMILY	$25.00
§187-42 SITE PLAN MODIFICATION - COMMERCIAL	$250.00
§187-41 SPECIAL PERMIT	$375.00

(Please fill out the Application completely)

Village of Fayetteville
Planning Board
SITE PLAN Application

425 Genesee Street East
Fayetteville, New York 13066

Date Filed: _____ **Tax Map Number:** _____ **Zone:** _____

Project Address: _____ **Property Owner /Tenant:** _____

Applicant Name: _____
Applicant Address: _____
Telephone: _____ **Email**: _____

Description of planned construction/conversion and intended use: _____

_____

Size of Parcel: _____Width (at road frontage) _____Depth
_____ Total Area _____Shape

Current use of the property: _____

_____

Description of proposed use: _____

_____

Proposed hours of operation: Mon. _____Tues. _____ Wed. _____ Thurs. _____
Fri. _____ Sat. _____ Sun. _____

Expected peak hours: Weekday _____ Week evening _____
Weekend day _____ Weekend evening _____

Expected parking needs: _____

Expected exterior storage: _____

Description of any interior improvements: _____

_____

Description of drainage flows and controls: _____

_____

Full description of any exterior improvements: _____

_____

Existing/ Proposed Signage: _____

_____

(Please fill out the Application completely)

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A preliminary site plan is required. It must be drawn to scale, show boundaries and existing watercourses including swamps and drainage areas. It should also show the following if applicable:

- Location and proposed use and height of all buildings
- Locations of all parking and vehicle loading areas with ingress and egress drives thereto and areas of pedestrian traffic
- Location and proposed development of all open spaces including but not limited to: parks, playgrounds, etc.
- Location of outdoor storage
- Location of all existing or proposed site improvements, including but not limited to: drains, culverts, retaining walls and fences
- Description of sewage disposal method and location of such facilities
- Location and size of all signs – Any new signage requires a Sign Permit Application
- Location and proposed development of buffer areas
- The amount of building area proposed

*ATTENTION APPLICANTS: YOU OR PERSON(S) ACTING ON YOUR BEHALF **MUST ATTEND** THE SCHEDULED PUBLIC HEARING IN ORDER FOR YOUR APPLICATION TO BE REVIEWED.

Signature of property owner: _____**Date**:_____
Owner's Address_____

State of New York
County _____}

_____ being duly sworn, deposes and says that he/she is the person who has signed this application; that he/she is the _____ , authorized by the said owner to make and file this application; that he/she has read and understands this application; that all statements contained therein are true to the best of his/her knowledge and belief; and the work will be performed in accordance with the application and the plans and specifications filed therewith.

_____
Signature of Applicant/Tenant/Owner

Sworn to before me this _____ day of _____

Notary Public_____

County_____

*******OFFICIAL USE ONLY*******

Received by: _____ Date:_____ Fee: _____ PAID/Not Paid

	APPROVED	DENIED	DATE
Code Enforcement review:	_____	_____	_____
Planning Board Review:	_____	_____	_____
Zoning Board of Appeals:	_____	_____	_____

Condition(s) made part of approval: _____