

APPLICATION FOR SITE PLAN REVIEW

Richfield Planning Board Town of Richfield

WHEN TO USE THIS FORM: This form is to be used by an individual who seeks a site plan review from the Richfield Planning Board. The only uses that require a site plan review are specifically listed in the Land Use and Building Management Ordinance district regulations. This form should not be used for an appeal seeking interpretation of a decision of the Land Use Enforcement Officer or an appeal seeking a variance. The applicant is responsible for complying with established rules and procedures which are available for inspection from the Richfield Town Clerk.

Instructions: Fully complete this application. Write "NA" when "non-applicable". Applications, complete with fees shall be filed with the Land Use Enforcement Officer who will file a copy with the Richfield Town Clerk.

To the Richfield Planning Board:

A. Statement of Ownership and Party of Interest:

The applicant(s) _____ (is)
(are) the owner(s) of property situated at the following address:

Tax Map Parcel No. _____

The above described property was acquired by applicant on _____

B. Request:

The applicant requests a site plan review for the above described property under the provisions of section _____ of the Land Use and Building Management Ordinance for the following purposes:

_____ as

shown on the attached plan drawn to scale

C. Reasons for Request:

The applicant alleges that the approval of said site plan review would be in harmony with the intent and purpose of said Land Use Ordinance and that the proposed use conforms to the standards prescribed in section _____ of said ordinance and would not be detrimental to property in the neighborhood for the following reasons: _____

_____.

D. Special Features:

In addition to meeting the standards prescribed by the Land Use Ordinance the applicant will provide _____

_____ in order that the public convenience and welfare will be further served.

Signature(s)

Mailing Address _____

Date _____ Telephone No. _____

Email: _____

OFFICE USE ONLY Application No. _____

Date of Appeal _____

Official Date of Receipt _____

Date of Public Hearing _____

Date of final Action _____

Date of Filing with Town Clerk _____

Please attach the site plan to your application along with a \$35 application fee and a \$35 public hearing fee. (\$70 total) Applications can be mailed to the Richfield Town Clerk: P.O. Box 786 Richfield Springs, NY 13439 or hand delivered to the Clerk's office during regular business hours. Planning Board meetings are the second Monday of each month at 7:00.

**Town of Richfield
18 East James Street
Richfield Springs, NY 13439
315-858-8809**

SITE PLAN REVIEW SHALL BE GRANTED IF THE FOLLOWING CONDITIONS ARE MET:

1. Location, use and size of structure, nature and intensity of operation involved, size of site in relation to it, and location of site with respect to existing or future streets giving access, are such that it will be in harmony with orderly development of the district.
2. Location nature and height of buildings, walls, fences, and signs will not discourage the appropriate development and use of adjacent land and buildings or impair their value.
3. Use shall not conflict with the Comprehensive Plan.
4. Operation of any use shall not be more objectionable to nearby properties by reason of noise, fumes, vibration, or flashing lights than would be the operation of any permitted use, exclusive of Section 6.6 of the Land Use and Building Management Ordinance.
5. Necessary provisions have been made to assure that all surface runoff to adjacent properties does not exceed levels in existence prior to construction.
6. Solar access of adjacent properties is not obstructed by said use.
7. All State Environmental Quality Review requirements have been met.
8. The public health and safety will not be endangered. No special permit shall be issued for the use on a property where there is an existing violation of this ordinance or other town law or regulation.