

VILLAGE OF SOUTH NYACK
282 SOUTH BROADWAY
SOUTH NYACK, NEW YORK, 10960
(845) 358-0244 Fax (845) 358-0630
WWW.SOUTHNYACK.ny.gov

Planning Board application packet must be filled out and returned to this office at least 30 days prior to the meeting.

Upon receipt of your application, you will receive instructions and a Notice of Hearing that must be sent by mail to neighbors 10 DAYS PRIOR TO THE MEETING.

A certificate of mailing for each address must be given to the Board secretary at least 5 days before the hearing. (a list will be provided of South Nyack residences)

Applicant must post Hearing Notice the property 10 DAYS PRIOR TO THE MEETING. (Sticks will be provided)

ITEMS TO BE INCLUDED IN APPLICATION - Twelve copies (12) of each:

1. Planning Board Application with detailed description of the project
2. Signed sealed constructions drawings certified by a licensed architect or engineer
3. Survey of the Property
4. Bulk Table (see sample included in application)
5. **Planning Board Application fee: \$125.00**

MESSAGE FROM YOUR PLANNING BOARD

Any new construction, **including decks, sheds, pools and generators** must be submitted to the Planning Board for approval. Under our Zoning Law requirements, any new construction or exterior alteration to an existing building in South Nyack (other than siding or repainting) must be approved in advance by the Planning Board. Any change in the use, or intensity of use, of a building or land must also be approved. ***The South Nyack Zoning Law is available on our web site www.southnyack.NY.Gov, Section 110-14.3.***

In deciding whether or not to approve a project, the Planning Board considers the following:

- a) Whether the proposed project satisfies the legal requirements of the Zoning Law.
- b) Character and appearance of the project.
- c) Landscaping and screening.
- d) Traffic access and parking.
- e) Decibel level of noise for exterior equipment ie., air conditioner units, generators
- f) Any other factor the Planning Board considers appropriate.

PHOTOGRAPHS OF BOTH THE PROPERTY IN APPLICATION AND ABUTTING PROPERTIES ARE APPRECIATED AND WILL HELP TO EXPEDITE THE PROCESS

APPROVAL OF SITE DEVELOPMENT PLANS BY THE PLANNING BOARD

Site development Plan Approval by the Planning Board shall be required for:

1. The erection or enlargement or conversion or exterior alteration (other than repainting) of all buildings (as defined herein) in all districts.
2. All uses of land where no building is proposed and where a building permit or certification of occupancy is not required.
3. Any change in use or intensity of use.
4. Upon the request of the Board of Appeals, any property for which a Special Permit or Variance has been issued by the Board of Appeals.
 - a) Swimming pools.
 - b) Change of tenant or use in the B-1 district.
 - c) Docks, wharves, or piers.

PLAN REQUIREMENTS

The information which is to be submitted and which in total constitutes a Site Development Plan, follows:

LEGAL DATA

- a) The names of all owners of record of all adjacent property
- b) Existing school, zoning and special districts boundaries.
- c) Boundaries of the property; building or setback lines, if different from those required in this local law, and lines of existing streets and lots as shown on the Village's Official Map. Reservations, easements and areas dedicated to public use, if known, shall be shown.
- d) A statement from the Building Inspector as to whether the proposed building and use conform to all legal requirements of this local Law.
- e) A survey showing all lengths in feet and decimals of a foot, and all angles, shall be given to the nearest 10 seconds or closer if deemed necessary by the surveyor. The error of closure shall not exceed one to 10,000.
- f) A copy of any covenants or deed restrictions that are intended to cover all or any part of the tract.

EXISTING BUILDINGS - A drawing showing the location of existing buildings

TOPOGRAPHIC DATA

- a) Existing contours with intervals of two feet or less, referred to a datum satisfactory to the Board.
- b) Location of existing watercourses, marshes, wooded areas, rock outcrops, single trees with a diameter of 12 inches or more, measured three feet above the base of the trunk, and other significant existing features.

DEVELOPMENT DATA

- a. Title of development, date, north point, scale, name and address of record owner, engineer, architect, land planner or surveyor preparing the Site Development Plan.
- b. The proposed use or uses of land and buildings and proposed location of buildings.
- c. All means of vehicular access to and egress from the site onto public streets.
- d. The location and width of streets, curbs and sidewalks abutting the lot.
- e. The location and design of any off-street parking areas or loading areas.
- f. The location of all existing and proposed water lines, valves and hydrants depth, grade and pipe size, all sewer lines or alternative means of water supply and sewage disposal and treatment.
- g. The proposed location, direction, power and time of proposed outdoor lighting.
- h. Existing and proposed storm-water drainage system including culverts; data shall include depth, grades, and pipe size and calculations.
- i. Proposed electric and telephone lines.
- j. Location of all uses not requiring a structure.
- k. The necessary computations to establish conforming to bulk and density regulations.
- l. All proposed lots, easements and public community areas. All existing and proposed streets with (a) profiles indicating grading and (b) cross sections showing width of roadway, location and width of sidewalks, and location and size of utility lines. All lengths shall be in feet and decimals of a foot, and all angles shall be given to the nearest ten (10) seconds or closer.
- m. All proposed grades.
- n. The proposed screening and/or landscaping as shown on a planting plan by a registered landscape architect or architect.
- o. Where the applicant wishes to develop in stages, a site plan indicating ultimate development shall be presented for approval.
- p. Elevations of all principal and accessory buildings incorporating the design or screening of any projection from the roof and a clear indication of material and colors to be utilized on the exterior of any structure.

REFERRAL TO ROCKLAND COUNTY COMMISSIONER OF PLANNING

1. Matters to be referred. In accordance with Section 239-m of the General Municipal Law of the State of New York, any application for subdivision approval, of site plan approval for property in an area covered by Section 110.13E herein, or any condominium conversion or construction anywhere within the Village pursuant to New York State Real Property Law S339-F as amended by Chapter 705 of the Laws of 1980, shall be referred to the Rockland County Commissioner of Planning.
2. County Department of Planning Recommendation. Failure of the Rockland County Commissioner of Planning to report it's recommendations within thirty (30) days after receipt of a full statement of such referred material or such longer period as may have been agreed upon by it and the Village Planning Board shall be construed as approval.
3. Effect of Negative Report. If the Rockland County Commissioner of Planning disapproves the proposed subdivision or site plan, or recommends modification thereof, the proposal shall not become effective except by a vote of a majority plus one of all members of the Village Planning Board and after adoption by such Board of a resolution fully setting forth the reasons for such contrary action.
4. Report Filing. A report of the decisions of the Planning Board shall be filed with the County Commissioner of Planning if referral was initially required.

APPLICATION TO THE PLANNING BOARD
VILLAGE OF SOUTH NYACK

Address of proposed Site Plan or Subdivision:

Tax Map Section: _____ Block: _____ Lot: _____ Zone: _____

The undersigned hereby applies for: _____

Applicant's Name: _____

Applicant's Signature: _____

Address: _____

Telephone: _____

Architect: Name, Address and Telephone: _____

Engineer: Name Address and Telephone: _____

Contractor: Name, Address and Telephone: _____

(Rockland County license & insurance documents must be attached)

If the signature is not the owner, written permission from the owner is required.

Completed application (WITH SURVEY) must be submitted 30 days prior to the Planning Board meeting.

VILLAGE OF SOUTH NYACK

282 SOUTH BROADWAY

SOUTH NYACK, NEW YORK 10960

1. Location of land on which proposed work will be done:

Section: _____ Block: _____ Lot: _____

Street & Number _____

2. State existing use and occupancy of premises and intended use and occupancy of proposed construction.

A. Existing use and

occupancy _____

B. Intended use and

occupancy _____

3. Nature of Work (Check if applicable):

New Building _____ Addition _____ Alteration _____

Repair _____ Removal _____ Demolition _____

4. If dwelling, number of dwelling units on each floor _____

If garage, number of cars _____

5. Dimensions of Existing Structures, if any:

Front _____ Rear _____ Depth _____ Height _____ Number of stories _____

Dimensions of same structure with alterations or additions:

Front _____ Rear _____ Depth _____ Height _____ Number of stories _____

86. Dimensions of entire new construction:

Front _____ Rear _____ Depth _____ Height _____

7. Size of lot:

Front _____ Rear _____ Depth _____

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO	YES
			<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	YES
			<input type="checkbox"/>	<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: _____		Date: _____
Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

**FEES AND POSSIBLE ADDITIONAL COSTS
PURSUANT TO SOUTH NYACK VILLAGE CODE**

“Every application for determination shall be accompanied by a fee as set forth in the fee schedule adopted by the Board of Trustees.” (Section 37.7 & Section 39.1) Additional costs may be expected:

1. At Site Plan Development
2. SEQRA fee, actual cost to the Village

Costs include: publication notices, additional Village Engineer expenses, stenographic services, planners, attorneys, experts and other professionals whose services are necessary or appropriate as determined by the Board. (Deposit to escrow account may be required.)

I HAVE READ THE ABOVE INFORMATION AND AGREE TO PAY UPON RECEIPT OF ANY STATEMENT THE COSTS INCURRED OR SERVICES RENDERED AS STATED.

Applicant's Name

Applicant's Signature

Sworn to before me this _____ day of _____

Notary Public