

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: \$150.00**

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 _____

6. Dimensions of same structure with alterations or additions:

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

7. Dimensions of entire new construction:

Front _____ Rear _____ Depth _____ Height _____

8. Size of lot:

Front _____ Rear _____ Depth _____ Height _____

**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