

VILLAGE OF VALATIE

Post Office Box 457, 3211 Church Street, Valatie, New York 12184
building@valatievillage.com

STEPHANIE RUCHEL, BUILDING INSPECTOR Phone: 518-378-9877



PLANNING BOARD APPLICATION

Applicant Name _____ Date _____

Address _____ Phone _____

Tax Map No. _____ Zoning District _____ Date Acquired _____

Following is a list of fees and information to be submitted with your application to the Planning Board. **All applications, fees and information must be submitted to the Building Inspector. All submittals must be deemed complete by the BI before he can submit it to the Planning Board. Once complete, your application will be submitted by the BI fourteen (14) days prior to the Planning Board meetings held on the second Tuesday of each month, at 8:00 pm.**

Make checks payable to "Village of Valatie Planning Board." You are required to attend all Planning Board meetings when your application is on the agenda. Any additional information requested at the meetings must be submitted 10 days prior to the following month's meeting.

SITE PLAN REVIEW

- (\$ _____) Fee for first acre; (\$ _____) for each additional acre
- 8 copies of site plan (see plan checklist for required items)
- Environmental Assessment Form (EAF) long form short form

Note: The fee for Site Plan Review may be increased by an amount necessary to defray the additional costs of special consultants engaged by the Village to assist in such reviews.

SUB-DIVISIONS

Number of lots - \$ _____ / for MINOR (4 or less lots)

Number of lots - \$ _____ / for MAJOR (5 or less lots)

8 copies of sketch plan

Environmental Assessment Form (EAF) long form short form

8 copies of plat plan (final plat if MINOR; preliminary plat if MAJOR)

8 copies of final plat plan (MAJOR subdivision - within 6 months of preliminary plat approval)

Note: The fee for Subdivision Review may be increased by an amount necessary to defray the additional costs of special consultants engaged by the Village to assist in such reviews.

Upon subdivision approval, a \$ _____ per DWELLING UNIT RECREATION FEE is required before stamping of plans.

The applicant shall be responsible for all Village Expenses incurred for preparation of, or review and administration of Environmental Impact Statements, including consultant, special legal, stenographic and administrative fees.