



Town of New Paltz Building Department

Simplified Site Plan Referral to Planning Board

Date Received: _____ Fee Paid _____ File No. PB _____

Eligible Meeting Date: _____ Scheduled Meeting Date: _____

Office use only – do not write above this line

Name of Project _____ Type _____

Property Location _____ S-B-L _____

Applicant Name _____

Owner Name (if different) _____

Applicant Phone _____ Fax _____ Cell _____

E-Mail _____

Following review of the application for the activity proposed by the applicant at the address above and following consultation with the Town Engineer, I recommend the waiver of site plan approval by the Planning Board and request authorization to issue a building permit for the proposed activity for the following reasons:

The applicant has demonstrated that the proposed activity for which the application is being made will not require any enlargement, extension, relocation, removal or reduction of any existing buildings, structures, parking areas, exterior lighting or other improvement shown on any site plan approved by the Planning Board prior to the date of the application;

The applicant has demonstrated that the proposed activity for which the application is being made will not significantly increase the anticipated vehicle trips generated by the site, the anticipated parking requirements or traffic circulation on the site, the volume or quality of stormwater discharges from the site, or the use of water and septic/sewer facilities; and

The applicant has demonstrated that the proposed activity for which the application is being made is a Type II action pursuant to the provisions of 6 NYCRR Part 617 for purposes of SEQRA; and

The applicant has demonstrated that the proposed activity for which the application is being made will not have an adverse effect or impact upon the physical or environmental conditions of properties in the immediate vicinity nor upon the existing use or uses of such properties.

Attached is a copy of the building permit application, drawings, plot plan and a supplemental narrative supporting waiver of the site plan approval requirement.

If the Planning Board authorizes a waiver of site plan review for this application, please countersign this recommendation below. If the Planning Board determines that site plan review should be required, I will not issue a building permit until site plan approval is granted in accordance with the provisions of Section 140-51 of the Code of the Town of New Paltz.

Date: _____ Building Inspector: _____

To: Building Inspector

From: Planning Board

At a duly convened meeting of the Planning Board on _____ 200__, the Planning Board considered the above Notice of Intent to waive site plan approval, and:

Authorized the waiver of site plan review;.

Determined that the proposed activity requires site plan approval.

Date: _____ Chairperson: _____