



# TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210  
Poestenkill, NY 12150  
(518) 283-5100 Phone  
(518) 283-7550 Fax

## PLANNING BOARD

### SITE PLAN REVIEW APPLICATION

**Applicant Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Property Owner (if not applicant):**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signatures:**

**Applicant:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Owner:** \_\_\_\_\_ **Date** \_\_\_\_\_  
(If different from applicant) MANDATORY

APPLICANT OR THEIR REPRESENTATIVE **MUST** APPEAR AT ALL BOARD MEETINGS

**Description of Proposed Use of Site:**

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**Total Site Area** (square feet or acres) \_\_\_\_\_

**Anticipated Construction Time** \_\_\_\_\_

**Will development be staged?** \_\_\_\_\_

**Estimated cost of improvements**     \$ \_\_\_\_\_

**State and federal permits needed (list type and department):**  
\_\_\_\_\_  
\_\_\_\_\_

**Property Information:**

**Land Use District in which site is located:**

- |  |   |
|--|---|
| _____ Residential (R)                          | _____ Hamlet                            |
| _____ Residential /Agriculture (RA)            | _____ Commercial/Light Industrial (CLI) |
| _____ Rural Residential 1 (RR1)                | _____ Natural Products (NP)             |
| _____ Rural Residential 2 (RR2)                | _____ Planned Development (PD)          |
| _____ Flood Fringe Overlay (Flood Hazard Area) |   |

**Location of land parcel:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Tax Map Number:** \_\_\_\_\_  
(This information is REQUIRED on the application)

**Additional Contact Information:**

**Site Planner:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Plot Engineer/Surveyor:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Attorney:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Other** (consultants, etc):

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Checklist of Materials That Must Accompany this Application:**

\_\_\_\_\_

**Site Plan Review Application Fee**

- See Planning Board Fee Schedule for current fee
- Make checks payable to Town of Poestenkill

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**Sketch plan -- 10 copies-- (for initial meeting only)**

- An area map keyed to the real property tax maps, showing the parcel and all properties, subdivision streets and easements within 500 feet.
- A map of site topography at no more than 20 foot intervals.
- A general statement regarding soil conditions of the site referencing Rensselaer County Soil and Water Conservation Service soils study mapping.

\_\_\_\_\_

**Preliminary Site Plan -- 10 copies -- (for Preliminary only) containing:**

- All items as specified in Town Code Chapter 150, Land Use, Article VII, Section 150-50, Application for preliminary site plan approval, for specific requirements for each use.

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**State Environmental Quality Review Full Assessment Form (for Preliminary only)**

\_\_\_\_\_

**Final Site Plan -- 10 copies and 1 mylar-- (for Final only) containing:**

- A final detailed site plan shall conform substantially to the approved preliminary site plan. It should incorporate any revisions or other modifications recommended by the Planning Board in its preliminary review.
- A record of application for and approval status of all necessary permits from federal, state and county officials
- Detailed sizing and final material specifications of all required improvements.
- An estimated project construction schedule.

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**Property Owner's Signature, if owner is not the applicant, is  
MANDATORY**

**Additional Applicant Costs Associated with this Site Plan Review Application:**

- Cost of Public Hearing Notice in Town's newspaper of record
- Consultant costs (if applicable)
- Miscellaneous postage
- An invoice for these additional costs will be sent to the applicant as soon as possible prior to final action being taken. This invoice is due and payable immediately upon receipt.