



**PROPERTY INFORMATION:**

Name and address of property owner (if different from Applicant's):

Address of property involved in the Application (if different from Applicant's):

Tax Parcel Number(s):

Zoning District:

Existing use of property: \_\_\_\_\_

Proposed use of property (elaborate in the narrative): \_\_\_\_\_

Proposed use permitted by:

right       special use       other: \_\_\_\_\_

Existing and proposed total gross floor area (square feet) of buildings, including storage areas, basements and/or attics: existing \_\_\_\_\_ proposed \_\_\_\_\_

Total acreage of lot (if more than one lot, specify acreage for each lot): \_\_\_\_\_

Existing Impervious Coverage (%):

Proposed:

Required:

Existing # of Parking Spaces:

Proposed:

Required:

Easements required with adjacent property owners?  Yes       No

If yes, agreements in place?       Yes       No

Landscaping changes proposed?  Yes       No (If yes, describe in narrative.)

# of trees to be removed: \_\_\_\_\_ # of shrubs: \_\_\_\_\_ # of trees to be added: \_\_\_\_\_ # of shrubs added

Water supply:       Public       Other (specify) \_\_\_\_\_

Sewage disposal:       Public       Other (specify) \_\_\_\_\_

**PROJECT INFORMATION**

Submit a brief narrative summary of the project. The narrative must address:

1. The proposed use of the site and, if appropriate, how it will differ from the existing use;
2. The type and extent of the proposed changes to the site as depicted in the plans; and
3. The purpose for the changes.
4. Use the Town’s site plan requirements for site plan map Article XII.

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Plans included with the submission (check all that apply):

- Site plan     Landscaping     Lighting     Stormwater     Other: \_\_\_\_\_

If not included on the plans, list the profession, name and address of the professionals who prepared the plans:

Profession		
Name		
Company		
Phone		
Address		
Fax		
Email		

Please note: Additional Town review may include, but is not limited to: Town Board, Zoning Board of Appeals, Department of Environmental Conservation, County Planning and Department of Transportation. Members of the reviewing bodies may visit the site while the application is pending before them.

# TOWN OF VAN BUREN

## SITE PLAN REQUIREMENTS

Site Plans submitted for approval to the Town of Van Buren are required to include the following (as applicable to project):

### General

- North Arrow
- Original & Revision Dates
- NYS PE/LS Stamp & Signature(s)
- Map Scale

### Existing Conditions

- Property Lines & Description(s)
- Description of General Topography
- Zoning
- Road Names & Widths
- Driveway Locations & Geometrics
- Driveway Sections & Materials
- Parking Spaces
- Handicap Parking Spaces
- Parking Space Dimensions & Geometrics
- Loading/Unloading Spaces
- On-Site Traffic Circulation
- Wetland Boundaries
- Contours/Elevations
- Drainage Pipe Sizes & Invert Elevations
- Drainage Detention Areas
- Utilities
- Septic System Location
- Site Lighting
- Sign Location & Sizes
- Buildings/Structures
- Setbacks
- Easements

### Proposed Improvements

- Changes to Property Lines
- Changes to Zoning
- Proposed Pavement Section & Materials
- Driveway Locations & Geometrics
- Driveway Sections & Materials
- Parking Spaces vs Required
- Handicap Parking Spaces vs Required
- Parking Space Dimensions & Geometrics
- Loading/Unloading Spaces vs Required
- On-Site Traffic Circulation
- Construction Phasing
- Proposed Landscaping
- Road and Drainage Easement
- Road Geometry & Survey Ties
- Construction SPDES Requirments
- Contours/Elevations
- Drainage Pipe Sizes & Invert Elevations
- Drainage Detention Areas
- Drainage Calculations
- Utilities
- Septic System Location & Approval
- Site Lighting
- Sign Locations, Sizes, & Details
- Buildings/Structures
- Setbacks vs Allowable
- Proposed Erosion Protection Measures
- Site Density vs Allowable
- Utility Easements
- Wetland Enrochement & Impacts
- Wetland Mitigation Measures