

APPLICATION TO TOWN OF CHENANGO
PLANNING BOARD

APPLICATION NO. _____ APPLICATION DATE _____

PURPOSE OF APPLICATION: _____ ZONING: _____

ZONING CHANGE _____ SIGN PERMIT _____ SUBDIV. _____

SITE PLAN _____ REF. ZBA _____ OTHER _____

APPLICANT'S NAME _____

TELE NO. _____

MAILING ADDRESS: _____

PROPERTY LOCATION : _____

TAX MAP NO. _____ OWNER OF RECORD _____

SIGN REQUIREMENTS GIVEN: _____

REQUIRED SUBMISSIONS

_____ SITE PLAN (10) – FOR CHANGED COMMERCIAL USE OR NEW
COMMERCIAL BUILDING

_____ PRELIMINARY SUBDIVISION PLANS (10)

_____ CONSTRUCTION DETAILS OF SIGN, BUILDING , OTHER _____

_____ LETTER TO: TOWN, PLANNING BOARD OR ZONING BOARD OF
APPEALS

_____ SUBMISSIONS REQUIRED (3) WEEKS PRIOR TO MEETING

_____ MEETING DATE 2nd MONDAY OF EVERY MONTH AT 7:00 P.M.

Signature of Applicant : _____
Date

Planning Board/Zoning Board of Appeals fees.

- (1) Planning Board.
 - (a) Application fee: twenty-five dollars (\$25.) minimum.
 - (b) Site plan review fee:
 - [1] Site plan review (reoccupancy): fifteen dollars (\$15.) per required parking space.
 - [a] One-third (1/3) payable with application.
 - [b] One-third (1/3) payable with building permit.
 - [c] One-third (1/3) payable with final construction approval.
 - [2] Site plan review (new construction): thirty dollars (\$30.) per required parking space.
 - [a] One-third (1/3) payable with application.
 - [b] One-third (1/3) payable with building permit.
 - [c] One-third (1/3) payable with final construction approval.
 - (c) Subdivision review. One- and two-family projects: fifty dollars (\$50.) per lot or unit.
 - (d) The Town of Chenango, the "municipality," has hereby determined that the municipality shall recover the cost of any additional engineering review required on applications submitted to the municipality. The costs collected are desirable, enhance the health and welfare and are in the public interest of the Town of Chenango.
- (2) Zoning Board of Appeals.
 - (a) Application fee: fifty dollars (\$50.).
- (3) Special meetings.
 - (a) Special meetings of either the Planning Board or the Zoning Board of Appeals: five hundred dollars (\$500.) per meeting.

SUBMISSIONS REQUIRED FOR SITE PLAN REVIEW BY PLANNING BOARD

§73-28 Final development plan.

A. For site plan reviews in A.R. NC and PDD Districts, the applicant shall submit a final development plan at a scale of one (1) inch equals twenty (20) feet for review to the Town Planning Board prior to the issuance of a building permit. Plans and specifications shall bear the signature of the person responsible for the design and drawings and where required by §7302 as amended, of Article 147 of the Education Law of the State of New York, the seal of a licensed architect or licensed professional engineer. The final development plan shall include.

- (1) . Site plan showing location and dimensions of proposed buildings, signs, open spaces and land uses areas, including any subdivision intended within the district.
- (2) . Location and dimensions of driveways and their intersections with streets and highway, traffic circulation, required parking and loading areas, pedestrian walks and lighting.
- (3) . A description of the proposed use, including hours of operation, number of employees, expected volume of business, and type and amount of traffic to be generated, shall be provided in writing.
- (4) . Landscaping plan, including site grading and type of landscape plantings and structures and necessary screening. The provision does not apply to single family residential subdivision development.
- (5) . Final drawings of buildings to be constructed in the current phase, including floor plans, exterior elevations and sections. This provision does not apply to single family residential subdivision development.
- (6) . Final engineering plans, including street improvements, water supply, waste disposal and drainage system (approved by the County Health Department) and other public utilities. All improvements shall comply where applicable with construction standards outlined in the Town of Chenango Subdivision Regulations.
- (7) . Letters in appropriate cases directed to the chairman of the Planning Board signed by a responsible official of the agency , utility company, government authority or special district having jurisdiction in the area of public sewer, public water, telephone, electric or gas improvements a responsible and qualified official of the Fire Department and School Board transmitting their findings concerning the plan.
- (8) . Engineering feasibility studies for the solution of any anticipated problem which might arise due to the proposed development, as required by the Planning Board.
- (9) . Need for performance bond for items in Subsection A(2). (4) and (6) above, and bond amount shall be determined by and at the option of the Town Board.
- (10) . Offers of cession and proposed restrictive covenants.
- (11) . Construction sequence and time schedule for completion of each phase for buildings parking spaces and landscaped areas, as applicable.
- (12) . Complete documentation of means for the continual maintenance of common open space and buildings.
- (13) . Any environmental quality review as may be required by New York State, Broome County or the Town of Chenango.

PLEASE NOTE: SITE PLAN REVIEW FEE REQUIRED.

-All of the above information and appropriate fees must be submitted to the Ordinance Office three (3) weeks prior to a scheduled meeting to insure placement on the Board's Agenda.

ARTICLE VI, Off-Street Parking and Loading

§ 73-20. Off-street parking requirements.

Adequate number of off-street parking spaces shall be provided according to the design criteria set forth below:

- A. Each vehicle parking space shall measure eight (8) feet six (6) inches in width by eighteen (18) feet in length and shall be reached by an access driveway at least twelve (12) feet clear in width for one- and two-family residential and twenty (20) feet wide for multifamily, subject to site plan review. [Amended 11-6-1989]
- B. No parking space shall be located on any public right-of-way, nor shall it obstruct access between the highway and the site.
- C. Parking lots shall be provided with planter or dividing strips as determined by site plan review.
- D. All parking areas shall be adequately lighted.
- E. Off-site parking would allow any applicant to provide noncontiguous off-street parking on land nearby a given operation not more than two hundred (200) feet therefrom and on the same side of any given road or highway. [Added 7-18-1983]
- F. Shared parking. Parking that is contiguous to a given multiple use operation may be provided on a shared basis, twenty-five percent (25%) of the required parking for each use will be the maximum allowed, provided that no substantial conflict in the principal hours or periods of peak demand of the uses for which the shared parking is proposed will exist. [Added 7-18-1983]
- G. Vehicle parking space shall be provided for:
 - (1) Each family dwelling unit: two (2) spaces.
 - (2) One (1) space for each:
 - (a) Five (5) seats in a church or place of worship.
 - (b) Two (2) employees in a school or one (1) per two hundred (200) square feet of gross floor area, whichever is greater. [Amended 7-18-1983]
 - (c) One hundred (100) square feet of an auditorium, theater, stadium or assembly hall.
 - (d) Restaurants, bars, etc.: one (1) per two (2) seats or fifty (50) square feet of gross

floor area (excluding kitchen and storage), whichever is greater. [Amended 7-18-1983]

- (e) One hundred fifty (150) square feet of gross floor area in a retail or service establishment.
- (f) Two hundred fifty (250) feet of gross floor area in a business office, governmental or financial establishment, business school, private school or manufacturing, processing, fabricating, repair or other similar establishment.
- (g) Five hundred (500) square feet of gross floor area in public buildings (fire stations, museums, library, post office, etc.) or in a warehouse and wholesale establishment.
- (h) Rental unit in a hotel, motel, boardinghouse or tourist home.
- (i) Amusement center, parks and recreational facility: as determined by site plan review, evaluation of additional spaces with relation to the proposed use.
- (j) Gasoline service stations and vehicle repair garages: one (1) per employee and two (2) stacking spaces per pump, two (2) additional spaces for storage of vehicles being serviced; the total number to be determined at site plan review. [Added 7-18-1983]
- (k) Shopping center: one (1) per two hundred fifty (250) square feet of gross floor area. [Added 7-18-1983]

§ 73-21. Off-street loading requirements.

An adequate number of off-street loading areas, determined at site plan review, shall be provided for loading and unloading of vehicles in uses for the purpose of business trade or industry. The design criteria for loading spaces are:

- A. The required loading space shall measure twelve (12) feet in width, forty (40) feet in length and shall have fourteen (14) feet vertical clearance.
- B. No off-street loading area shall impinge upon required off-street parking spaces, public rights-of-way or means of general access to or circulation through the site.
- C. Off-street loading space(s) located within fifty (50) feet of a residential property shall be shielded by a wall, fencing or other suitable material, which shall serve to screen noise and fumes that originate in said loading.
- D. Loading space shall be provided as follows:
 - (1) One (1) space for each seven thousand five hundred (7,500) square feet of gross floor area in a retail or service establishment, restaurant, eating and/or drinking establishment.

- (2) One (1) space for each five thousand (5,000) square feet of gross floor area in hotels, motels, etc.
- (3) One (1) space for each ten thousand (10,000) square feet of gross floor area in wholesale and warehouse establishments, plus one (1) additional space for each ten thousand (10,000) square feet (or fraction thereof) thereafter.
- (4) One (1) space for each ten thousand (10,000) square feet of gross floor area in manufacturing, processing, fabricating or repair establishments, plus one (1) additional space for each five thousand (5,000) square feet (or fraction thereof) thereafter.
- (5) One (1) space for an auditorium, theater, stadium, assembly hall or other place of public assembly.