



**Town of Fishkill Department of Planning  
and Economic Development**  
807 Route 52 - Fishkill, NY 12524-3110  
Phone: (845) 831-7800 ext. 3328  
Fax: (845) 831-2964

**Site Development Plan  
and  
Special Use Permit Application**

**FOR OFFICE USE ONLY**

Application No: \_\_\_\_\_

**Fees Paid:**

Application Fee: \$ \_\_\_\_\_

Escrow Deposit: \$ \_\_\_\_\_

1. **Proposed Name of the Site Development Plan and/or Special Use Permit** (If this is an amendment to an existing Site Development Plan or Special Use Permit, please list the name of the previously approved Site Development Plan and/or Special Use Permit):  
\_\_\_\_\_

2. **Applicant's Information:**

Name: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

3. **Property Owner's Information:**

Name: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

If Corporation, please supply name of agent: \_\_\_\_\_

4. **Representative's Information:**

Name: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ License No. (if applicable) \_\_\_\_\_

5. **Property's Grid No:** \_\_\_\_\_ **Map No.:** \_\_\_\_\_ **Lot No.:** \_\_\_\_\_

6. **Location of Property:** \_\_\_\_\_

7. **Property's Street Address:** \_\_\_\_\_

8. **This property is located in the \_\_\_\_\_ Zoning District.**

9. **Property's Acreage / Square Footage:** \_\_\_\_\_

10. \_\_\_\_\_ **Fire District.**



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11. \_\_\_\_\_ Ambulance District.

12. \_\_\_\_\_ Water District.

13. \_\_\_\_\_ Sewer District.

14. **Brief Description of the Requested Action:**

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15. Are any waiver(s) requested:  Yes  No (If yes, please describe)

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16. Has this property been a subject of past Town Board, Planning Board or Zoning Board of Appeals application(s) and/or approvals? Are any waiver(s) requested:  Yes  No (If yes, please describe)

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17. **Is this application is for:**

- a. A new proposal for development?  Yes  No
- b. A revision of a previously approved Site Development Plan and/or Special Use Permit?  
 Yes  No

18. **Is the proposed development phased or to be developed in one (1) phase?**

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I/We, the undersigned, agree that the information herein and attached is true. I/We, the undersigned, do hereby permit officials and/or consultants of the Town of Fishkill to enter the property described herein to complete a thorough review of this application.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Property Owner's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant's Representative's Signature**

\_\_\_\_\_  
**Date**

**STATEMENT OF CONFORMANCE:**

I/We, the undersigned, in making an application to the Town of Fishkill for approval for the activity stated and described in this application have reviewed the laws and regulations of the Town of Fishkill to the extent that they are applicable to this proposal and understand that:

- **NO building construction or alteration may be started **prior to the issuance of a Building Permit:****
- **NO Building Permit may be issued, NO site development work may be started and NO use may be established, except for one-family dwelling and their accessory uses, **until Final Site Development Plan and/or Special Use Permit Approval has been granted and Final Site Development Plan and/or Special Use Permit Drawings have been endorsed by the Planning Board Chairman.****
- **NO building or premises or part thereof may be used or occupied **until a Certificate of Occupancy has been issued by the Building Inspector; and****
- **ALL building construction and all site development **must conform to the plans and specifications approved by the Town of Fishkill. No deviation from or revision to an approved plan may take without the prior approval of the Town of Fishkill.****

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

**NOTE: It is the responsibility of the Applicant to notify the Building Inspector, for the purpose of inspection, at each stage of work. Please check with the Building Department for specific instructions concerning your project.**



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**Checklist:** (as may be applicable)

**Applicant's Name:** \_\_\_\_\_

**Site Development Plan Title:** \_\_\_\_\_

**Special Use Permit Title:** \_\_\_\_\_

**Items:**

- |   |   |
|---|---|
| 1. ___ Site Plan                                      | 22. ___ Storm Drainage                      |
| 2. ___ Applicant's Name(s)                            | 23. ___ Refuse Storage                      |
| 3. ___ Applicant's Address                            | 24. ___ Other Outdoor Storage               |
| 4. ___ Site Plan Preparer's Name                      | 25. ___ Water Supply                        |
| 5. ___ Site Plan Preparer's Address                   | 26. ___ Sanitary Disposal System            |
| 6. ___ Drawing Date                                   | 27. ___ Fire Hydrants                       |
| 7. ___ Revision Date(s)                               | 28. ___ Building Locations                  |
| 8. ___ Area Map Inset                                 | 29. ___ Building Setbacks                   |
| 9. ___ Site Designation                               | 30. ___ Building Elevations                 |
| 10. ___ Property owners within 500' of project site   | 31. ___ Divisions of occupancy              |
| 11. ___ Property owners addresses (Item No. 10 above) | 32. ___ Sign details (colors & samples)     |
| 12. ___ Plot Plan                                     | 33. ___ Data Table Inset                    |
| 13. ___ Scale   | 34. ___ Property Area (nearest 100')        |
| 14. ___ Metes and Bounds                              | 35. ___ Building Coverage (sq. ft.)         |
| 15. ___ Zoning District Designation                   | 36. ___ Building Coverage (% of total area) |
| 16. ___ North Arrow                                   | 37. ___ Pavement Coverage (sq. ft.)         |
| 17. ___ Abutting Property Owners (Item No. 10 above)  | 38. ___ Pavement Coverage (% of total area) |
| 18. ___ Existing Building Locations                   | 39. ___ Open Space (sq. ft.)                |
| 19. ___ Existing Paved Area                           | 40. ___ Open Space (% of total area)        |
| 20. ___ Existing Vegetation                           | 41. ___ Number of Parking Spaces Required   |
| 21. ___ Existing Access and Egress                    | 42. ___ Number of Parking Spaces Proposed   |

**PROPOSED IMPROVEMENTS**

- 43. \_\_\_ Landscaping
- 44. \_\_\_ Exterior Lighting
- 45. \_\_\_ Screening
- 46. \_\_\_ Existing Access and Egress
- 47. \_\_\_ Parking Areas
- 48. \_\_\_ Loading Areas
- 49. \_\_\_ Paving Details
- 50. \_\_\_ Curbing Locations
- 51. \_\_\_ Curbing through section
- 52. \_\_\_ Catch Basin Locations
- 53. \_\_\_ Cath Basin through section

**OTHERS (Must be submitted with Application)**

- 54. \_\_\_ Environmental Assessment Form
- 55. \_\_\_ Applicant Disclosure Form
- 56. \_\_\_ Application Fee
- 57. \_\_\_ Escrow Deposit
- 58. \_\_\_ \_\_\_\_\_
- 59. \_\_\_ \_\_\_\_\_
- 60. \_\_\_ \_\_\_\_\_