



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

**FOR OFFICE USE ONLY**

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

**Fees Paid:**

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

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

**Land Use Development Permit Application**  
**Beacon Hills Zoning District**

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

a) A new proposal?       Yes       No

b) A revision of a previously approved Land Use Development Permit?  Yes  No  
(If yes, please describe) \_\_\_\_\_  
\_\_\_\_\_

c) Property's Street Address: \_\_\_\_\_

d) Property's Grid No: \_\_\_\_\_ Map No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_

e) Location of property: \_\_\_\_\_

f) Property's Acreage/Square Footage: \_\_\_\_\_

**2. Brief Description of Requested Action:**

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

a) Are there any waivers requested?  Yes  No (If yes, please describe)

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

b) Are there any variances requested?  Yes  No (If yes, please describe)

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

c) Has this property been the subject of past Town Board, Planning Board or Zoning Board of Appeals application(s) and/or approvals?  Yes  No (If yes, please describe)

\_\_\_\_\_

d) Is the proposed activity to be phased or to be developed in one (1) phase?

\_\_\_\_\_

3. Applicant's Information:

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

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

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

4. Property Owner's Information:

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

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

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

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

5. Representative's Information:

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

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

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

**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 and/or alteration may be started **prior to the issuance of a Building Permit;**
- **NO** Building Permit may be issued and **NO** site development work may be started and **NO** use may be established, **until a Land Use Development Permit Approval has been granted and Final Site Development Plan 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

\_\_\_\_\_  
Representative'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.

**LAND OWNER'S AUTHORIZATION: (must be notarized by a Notary Public)**

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.

I/We, the undersigned hereby authorize the Applicant to act as my/our agent and understand. I/We are understand that we are bound to the terms of § 150.56.6 of the Code of the Town of Fishkill.

\_\_\_\_\_  
Land Owner's Signature

\_\_\_\_\_  
Date

**NOTARY PUBLIC SIGNATURE:**

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Stamp

**Land Use Development Permit**  
**Beacon Hills Zoning District**  
**Application Requirements and Checklist**

This checklist is provided as a list of minimum requirements for submitting a Land Use Development Application. Please refer to Town Code § 150-56.6 for detailed procedures and requirements for applying for a Land Use Development Permit. This checklist serves to help you and the Town of Fishkill Planning Board expedite the processing of your permit application.

An information meeting must be scheduled with the Town Engineer and Town Planning Board Secretary prior to the submission of the Land Use Development Permit Application

- One (1) original and seven (7) copies of the Land Use Development Permit application form.
- One (1) original and seven (7) copies of the site plan(s) for the proposed activities, drawn at a scale of not less than 1" equals 40'.
- One (1) original and seven (7) copies of the Long Environmental Assessment Form.

Site Plan(s) submitted with a Land Use Development Permit shall:

- Be prepared by a New York State licensed land surveyor.
- Depict all proposed improvements to the property and are prepared and certified by a professional engineer, a landscape architect, an architect or certified erosion and sediment control professional licensed by the state of New York.
- Depict the location of the proposed area of disturbance and its relationship to property lines, easements, buildings, roads, walls, wetlands, floodplains and streams, if any, within 100' of the boundaries of said property.
- Indicate the existing topography of the proposed area of disturbance at a contour interval of not more than 2'. Contours are shown for a distance of 50' beyond the limits of the proposed area of disturbance, or greater than 50' if determined necessary by the Planning Board Engineer.
- Indicate the proposed final contours at a maximum contour interval of 2', locations of proposed structures, underground improvements, proposed surface materials or treatment, underground improvements, proposed surface materials or treatment and dimensional details of proposed erosion and sediment facilities, as well as the calculations used in the siting and sizing of sediment basins, swales, grassed waterways, diversions and other similar structures.
- Indicate the existing topography of the entire watershed tributary to the proposed area of disturbance, presented at a scale of not more than 500' per inch. An inset map scale of not more than 2,000' per inch may be used to show the entire watershed, if needed. This map shall show existing and if required by the Planning Board Engineer, proposed controls and diversions of upland water.

- A soils and slopes map must be submitted and shall:
  - Indicate existing soils on the property, based on the most recent United States Department of Agriculture (USDA) Soil Conservation Service soil survey for Dutchess County. Generalized slope areas for slopes 0% to 15% 15 % to 25%; and greater than 25% shall be delineated. This map shall be drawn on a topographic base map with the date and source of the soils and steep slope data noted on said map.
  - The depth to bedrock and depth to water table shall be identified in all areas of disturbance.
- A Stormwater Pollution Prevention Plan (SWPPP) for controlling stormwater runoff and pollutants from a site during and after construction activities. The design, testing, installation, maintenance and removal of erosion control measures shall adhere to these standards and any conditions of Town of Fishkill Town Code § 150-50.6 Beacon Hills District and the Land Use Development permit. This plan shall:
  - Describe or depict the temporary and/or permanent structural and vegetative measures that will be used to control erosion and sedimentation for each stage of the project, from land clearing to the finished stage.
  - Delineate the area of the site that will be disturbed and shall include a calculation of the acreage or square footage so disturbed.
  - Include a map drawn at a scale of not less than 1" = 40' showing the location of erosion and sediment control measures, swales, grassed waterways, diversions and other similar structures.
  - Provide dimensional details of proposed erosion and sedimentation facilities as well as calculations used in the siting and sizing of sediment basins, swales, grass waterways, diversions and other similar structures.
  - Include a timetable and schedule for completion and installation of all elements of the erosion control plan, together with a schedule for completion of the construction and disturbance proposed by the applicant.
  - Provide an estimate for the cost of implementing all elements of the erosion control plan.
  - Provide a maintenance schedule for erosion control measures.
  - Provide the temporary practices that will be converted to permanent control measures.
  - Include an implementation schedule for staging temporary erosion and sediment control practices, including the timing of initial placement and duration that each practice should remain in place.
  - Include a maintenance schedule to ensure continuous and effective operation of the erosion and sediment control practice.
  - Include the Names(s) of the receiving water(s).
  - Include the delineation of SWPPP implementation responsibilities for each part of this site.
  - Include a description of structural practices design to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable.
  - Include any existing data that describes the stormwater runoff at the site.

- Include a description of each post construction stormwater management practice.
- Include a site map/construction drawing(s) showing the specific location(s) and size(s) of each postconstruction stormwater management practice.
- Include a Hydrologic and hydraulic analysis for all structural components of the stormwater management system for the applicant design storms.
- Include a comparison of postdevelopment stormwater runoff conditions with predevelopment conditions.
- Include dimensions, material specifications and installation details for each post construction stormwater management practice.
- Include a maintenance schedule to ensure continuous and effective operation of each postconstruction stormwater water management practice.
- Include maintenance easements to ensure access to all stormwater management practices at the site for the purpose of inspection and repair. Easements shall be recorded on the plan and shall comply in all respects with Town of Fishkill Town Code § 130-14.
- An inspection and maintenance agreement binding on all subsequent landowners served by the on-site stormwater management measures in accordance with Town Code § 130-16.
- Include a written summary of all neighboring or downgrade parcels from which drainage easements are necessary or in the alternate a statement as to why no drainage easements are necessary from such properties.
- Include the details of any surface or subsurface drainage systems proposed to be installed, including special erosion measures designed to provide for proper surface or subsurface drainage, both during the performance of the work and after its completion.
- Include any special reports deemed necessary by the Planning Board Engineer to evaluate the application, including but not limited to details soils, geologic or hydrologic studies.
- Include a written narrative explaining the nature of the proposal, including any future development anticipated for the property and whether alternative locations exist for the proposed activity.
- Provide for compliance with the State Pollutant Discharge Elimination System (SPDES) General Permit GP-02-01 as hereafter amended or revised.
- Include copies of all applications, permits and approvals required by any other local, state or federal agency associated with the construction and site work/disturbance proposed by the applicant.
- Application Fee and Escrow Deposit submitted in accordance with the current Town of Fishkill Fee Schedule.