



**Town of Fishkill
 Planning Department
 807 Route 52
 Fishkill, NY 12524-3110
 Phone: (845) 831-7800 ext. 3328
 Fax: (845) 831-3256**

FOR OFFICE USE ONLY	
Application No.:	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
Application Fee:	<input type="text"/>
Escrow Deposit:	<input type="text"/>
Escrow Account No.	<input type="text"/>

LAND DEVELOPMENT PERMIT APPLICATION BEACON HILLS ZONING DISTRICT (BHZD)

1. Is this application for: _____

A new proposal? Yes No

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

b) Property's Street Address: _____

c) Property's Grid No.: _____ Map No.: _____ Lot No.: _____

d) Location of Property: _____

e) 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)

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- 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 developed in one (1) phase? Yes No (If yes, please describe): _____

3. Applicant's Information:

Name: _____

Phone Number: _____

Address: _____

E-mail Address: _____

4. Property Owner's Information:

Name: _____

Phone Number: _____

Address: _____

E-mail Address: _____

If corporation, please supply name of agent: _____

5. Representative's Information:

Name: _____

Phone Number: _____

Address: _____

E-mail Address: _____

License Number: _____



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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 Development Permit Approval has been granted and Final Site Development Plan drawings have been endorsed by the Town of Fishkill 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 Town of Fishkill Building Inspector.**
- **ALL** building construction and all site development **must conform to the plans and specifications approved by the Town of Fishkill. No deviation or revision to an approved plan may occur 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 Town of Fishkill Building Inspector, for the purpose of inspection at each stage of work. Please check with the Town of Fishkill 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 to complete a thorough review of this application. I/We, the undersigned hereby authorize the Applicant to act as my/our agent and understand that we are bound to the terms of § 150-59 of the Code of the Town of Fishkill.

Land Owner's Signature

Date

NOTARY:

Sworn to before me this _____ day of _____, 20_____

Notary Public Signature

Notary Public Stamp



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Application Requirements and Checklist

This checklist is provided as a list of minimum requirements for submitting a Land Development Permit Application. Please refer to Town Code § 150-59 for detailed procedures and requirements for applying for a Land Development Permit. This checklist serves to help you and the Town of Fishkill Planning Board expedite the processing of your permit application.

An informational meeting must be scheduled with the Town Building Inspector and Town Engineer **prior to** the submission of a Land Development Permit Application.

The following shall be submitted:

- One (1) original and five (5) copies of the Land Development Permit Application form.
- Six (6) copies of the site plan(s) for the proposed activities, drawn at a scale of not less than 1" = 40'.
- One (1) original and five (5) copies of the Long Environmental Assessment Form.
- One (1) USB Drive containing copies of the entire Land Development Permit Application submittal. All document contained on the USB Drive **must be in PDF format.**

The Site Plan(s) submitted with a Land Development Permit Application 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 by necessary by the Town of Fishkill 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 activities, as well as the calculations used in the siting and sizing of sediment basins, swales, grassed waterways, diversions and other similar structures.



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Application Requirements and Checklist
(continued)

- 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 2,000' per inch may be used to show the entire watershed, if needed. This map shall show existing and if required by the Town of Fishkill Planning Board Engineer, proposed controls and diversions of upland water.

- A soil 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 remove of erosion control measures shall adhere to these standards and any conditions of the Town of Fishkill Town Code § 150-59 Beacon Hills District and the Land 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 to be 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 the proposed erosion and sedimentation facilities as well as the calculations used in the siting and sizing of the 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.



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Application Requirements and Checklist
(continued)

- 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 the Name(s) of the receiving water(s).
- Include the delineation of SWPPP implementation responsibilities for each part of the site.
- Include a description of structural practices of design to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from the exposed areas of the site to the degree attainable.
- Include existing data that describes the stormwater runoff at the site.
- Include a description of each postconstruction stormwater management practice.
- Include a site map/construction drawing(s) showing the specific location(s) and size(s) of each post construction 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 post-development 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 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 the Town of Fishkill Town Code § 130-14.
- stormwater management measures in accordance with Town Code § 130-16.



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Application Requirements and Checklist
(continued)

- An inspection and maintenance agreement binding on all landowners served by the on-site.
- 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 Town of Fishkill Planning Board Engineer to evaluate the application, include but not limited to soil details, geologic details or hydrologic studies.
- Include a written narrative explaining the nature of the proposal, include any future development anticipated for the property 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 hereinafter amended or revised.
- Include copies of all applications, permits and approvals required by any other local, state or federal agency associates with the construction and site work/disturbance by the Applicant.
- Application Fee and Escrow Deposit submitted in accordance with the Town's Current Fee Schedule. Said schedule is available on the Town's website at www.fishkill-ny.gov.