

DOCUMENT CHECKLIST

(PLEASE PRINT)

PROJECT NAME _____ DATE _____
 ADDRESS OF PROJECT _____
 PARCEL ID _____
 CONTACT PERSON _____
 CONTACT PHONE & EMAIL _____

Check below to indicate which item(s) is/are being submitted. If a fee is required, please indicate if a check is enclosed or explain why it is not included.

ZONING APPLICATION 6 HARD COPIES AND SITE PLAN IN PDF FORM WHEN PART OF PETITION

Residential
 Traditional District (no CD) _____ \$ 400.00
 Parallel Traditional District _____ \$ 600.00
 Conditional-only District (R-VS, CrC, SRN, C-MF) _____ \$ 800.00
 Non-residential
 Traditional District (no CD) _____ \$ 600.00
 Parallel Traditional District _____ \$ 800.00
 Conditional-only (Mixed Use and Nonresidential) Districts _____ \$ 1000.00

TEXT AMENDMENT 5 HARD COPIES AND STANDARD FORM MUST BE COMPLETED

Add any permitted use _____ \$ 100.00
 Any other reason, fewer than three paragraphs affected _____ \$ 250.00
 Any other reason, three or more paragraphs affected _____ \$ 400.00

ZONING VARIANCE STANDARD FORM MUST BE COMPLETED

Residential _____ \$ 150.00
 Non-residential or mixed use _____ \$ 350.00

ZONING APPEAL STANDARD FORM MUST BE COMPLETED

Residential _____ \$ 150.00
 Non-residential or mixed use _____ \$ 350.00

ZONING INTERPRETATION STANDARD FORM MUST BE COMPLETED

Residential _____ \$ 150.00
 Non-residential or mixed use _____ \$ 350.00

SITE PLAN APPROVAL 5 HARD COPIES AND PDF FILE

When required by condition of zoning (separate from a zoning application) _____ \$ 200.00
 Approval through EPM (not Preliminary Plat) _____ \$ 400.00

OTHER SITE PLAN REVIEW 5 HARD COPIES AND PDF FILE

Change of use or occupancy, parking sufficiency, etc. _____ \$ 100.00

DOCUMENT CHECKLIST (page 2)

PUBLIC IMPROVEMENT (SUBDIVISION) VARIANCE 8 HARD COPIES AND PDF IF SITE PLAN IS INVOLVED

_____ \$ 350.00

DOWNTOWN OVERLAY COMPLIANCE REVIEW 5 HARD COPIES AND DRIVEWAY APPLICATION

When separate from other EPM Site Plan reviews _____ \$ 250.00

Abbreviated or minor revision separate from other EPM site review _____ \$ 75.00

HIGHWAY OVERLAY COMPLIANCE REVIEW 5 HARD COPIES AND DRIVEWAY APPLICATION

When separate from other EPM Site Plan review _____ \$ 250.00

Abbreviated or minor revision separate from other EPM Site Plan review _____ \$ 75.00

LANDSCAPE/LIGHTING PLAN REVIEW 5 HARD COPIES AND PDF FILE

Combined Review (separate from other EPM reviews) _____ \$ 250.00

Landscape only (separate from other EPM reviews) _____ \$ 200.00

Lighting only (separate from other EPM reviews) _____ \$ 200.00

Other abbreviated or minor revision (separate from other EPM reviews) _____ \$ 75.00

THIRD OR LATER SUBMITTAL OF ANY ABOVE ACTION

Downtown Overlay, Highway Overlay, or Landscape/Lighting _____ \$ 150.00

ADMINISTRATIVE AMENDMENT 6 HARD COPIES AND PDF FILE IF SITE PLAN IS INVOLVED

Staff review level _____ \$ 50.00

Planning Board or Town Board level _____ \$ 100.00

SIGN PERMIT ZONING COMPLIANCE REVIEW

_____ \$ 25.00 per sign

MASTER SIGN PLAN 4 HARD COPIES AND PDF FILE

Initial Submission _____ \$ 150.00

Revision _____ \$ 75.00

ZONING VERIFICATION LETTER

_____ \$ 20.00

SUBDIVISION

Sketch Plan 6 HARD COPIES AND PDF FILE (also in EPM) _____ \$ 100.00

Preliminary 4 FULL SETS PLUS DRIVEWAY APPLICATION (also in EPM) _____ \$ 400.00

Final 6 HARD COPIES, MYLAR AND PDF FILE (also in EPM)

Minor _____ \$ 50.00

Major _____ \$ 100.00

DRIVEWAY PERMIT REVIEW

Single site _____ \$ 25.00

Blanket _____ \$ 50.00

Is Driveway Permit application being submitted with other plans? If so, what plans?
