

**Village of Corinth
Planning Board
244 Main St.
Corinth, NY 12822**

Chairman

Phyllis Morreale 654-7390

Board Members

Debbie Stollery

Audrey Marion

Dianne Hull

Sherry Mann

James Robbins (alternate)

Dear Applicant:

Welcome and thank you for your interest in the Village of Corinth. The Planning Board was established in 1975 by the Board of Trustees of the Village of Corinth in order to review site plans and subdivisions of land. We are committed to encouraging proper growth and development within the Village of Corinth.

Currently, there are two primary areas that receive oversight by the Planning Board. These are site plan review and subdivisions of land. Should a project require review or approval by the Planning Board the process may take approximately one to three months and will likely require a public hearing. Depending on the complexity of an application, this time frame may vary according to applicable law.

Attached is an application packet, including a Short Environmental Assessment Form. Bring the original and seven (7) copies of the application materials to the Village Clerk at least seven (7) days prior to a regularly scheduled Planning Board meeting. The Planning Board normally meets as required in the Village Hall, 244 Main Street, Corinth, NY 12822. Please check with the Village Clerk for any changes. The Board will consider your application at the next meeting following receipt of it. When your application is considered complete, you will be asked to submit the required fee before a public hearing can be scheduled.

The fees are as follows:

Site Plan Review - \$100.00

Subdivision - \$ 10.00 plus \$5.00 per proposed lot

If you have questions or need assistance, please feel free to contact any of the members of the Planning Board or our attorney. Copies of the Village Code are located online at www.villageofcorinthny.com, at the Village Hall, and the Corinth Free Library. We look forward to working with you.

Sincerely,

Village of Corinth Planning Board

Enclosures:

Site Plan Review Application

Short Environmental Assessment Form

VILLAGE OF CORINTH PLANNING BOARD

APPLICATION FOR SITE PLAN REVIEW

APPLICANT NAME: _____

APPLICANT ADDRESS: _____

PHONE: () _____.

ADDRESS OF PROPERTY UNDER REVIEW: _____

REQUEST/PROPOSED PROJECT _____

TAX MAP COORDINATES: Section Block Lot _____

Zoning of Parcel

NOTE: If additional space is required attach separate sheet, including reference to item number.

NOTE: The original and seven (7) copies of the completed application are required.

ITEMS REQUIRED WITH SUBMISSION:

1. Title of drawing, including name and address of applicant and person responsible for preparation of such drawing.
2. North arrow, scale and date to be clearly indicated on drawing.
3. Boundaries of the property, including all driveways, buildings, plotted to scale, preferably one to forty (1:40) to be clearly indicated on drawing.
4. Existing buildings. Describe below and indicate clearly on drawing.
5. Grading and drainage plan, showing existing and proposed contours, rock outcrops, depth to bedrock, soil characteristics, watercourses and wetlands. Describe below and indicate clearly on drawing.

NOTE: The required fee of \$100 must be presented with this application.

6. Provisions for snow removal.

7. Location, design, type of construction, proposed use and exterior dimensions of all buildings and structures. Describe below and indicate clearly on drawing.

8. Location, design and type of construction of all driveways, parking areas and truck loading areas, showing access and egress, including all driveways. Describe below and indicate on drawing.

9. Provision for pedestrian access, sidewalks and bike paths, if any. Indicate clearly on drawing.

10. Location of outdoor storage, if any. Indicate clearly on drawing.

11. Location, design and construction materials of all existing or proposed site improvements, including streets, roads, drains, culverts, retaining walls and fences. Indicate clearly on drawing.

12. Method of sewage disposal and location, design and construction materials of such facilities. Describe below and indicate clearly on drawing.

13. Method of securing public water and location, design and construction materials of such facilities described below and indicate clearly on drawing.

14. Location of fire and other emergency zones, including the location of fire hydrants. Describe below and indicate clearly on drawing.

15. Location, design and construction materials of all energy distribution facilities, including electrical gas and solar energy. Describe below and indicate clearly on drawing.

16. Location, size and design and type of construction of all proposed signs. Describe below and indicate clearly on drawing.

17. Location and proposed development of all buffer areas, including existing vegetative cover. Describe below and indicate clearly on drawing.

18. Location and design of outdoor lighting facilities. Describe below and indicate clearly on drawing.

19. Identification of the location and amount of building areas proposed for retail sales or similar commercial activity. Describe below and indicate clearly on drawing.

20. General landscaping plan and planting schedule.

21. An estimated project construction schedule.

22. Record of application for and status of all necessary permits from other governmental bodies.

23. Identification of any permits from other governmental bodies required for the project's execution.

24. Other elements integral to the proposed development as may be considered necessary in the particular case by the Planning Board.

Applicant's Signature

Date

NOTE: No new commercial activity on the property in question is to begin prior to final approval by the Planning Board of the Village of Corinth, except as otherwise provided by law.

I hereby give permission for the members of the Planning Board of the Village of Corinth to gain access to my property for the purpose of inspection of the proposed site.

Applicant's Signature

Date

I hereby designate _____ to represent me before the Planning Board of the Village of Corinth in all procedures relative to the above application for site plan review.

Applicant's Signature

Date

AUTHORIZATION

I, _____, the owner of _____ in
the Village of Corinth, do hereby authorize the Applicant _____, to
apply to the Village of Corinth and act as my agent for an:

Area Variance Use Variance Site Plan Subdivision

(please circle the applicable application)

I understand the details of the Application and have been advised that the terms and
conditions of the Approval which will be extended by the Village of Corinth will run
with the land.

Signed

Dated:

Print Name:

Address:

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned _____ acres			
or controlled by the applicant or project sponsor?			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 40px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div> </div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		