

Dear Applicant:

Welcome to the Site Plan Review process. The Zoning Law is in place to protect and benefit all aspects of our Village, but it can be complicated. Please go over the Site Plan application with the Code Enforcement Officer. He/She are able to point out possible issues and offer suggestions for consideration.

The Planning Board is comprised of people who volunteer their time to make Watkins Glen better for tomorrow. The Board has two goals: Ensure that the plans meet the standards set forth in law, and assist applicants in accomplishing what they would like to do within the framework of the law.

Planning Board Meetings

The site plan must be accompanied with a non-refundable fee of \$125.00. In some cases, the Board will need special consultants for certain projects, and those costs must be paid by the applicant.

Zoning Law Book

These are available from the Village Clerk. There is a \$35.00 deposit required that will be refunded when the book is returned in its original condition.

Application Processing

Once you have filled out the application and reviewed with the Code Enforcement Officer, he/she will determine if it is suitable for filing. The following pages of this application contain Article 8 of the Village of Watkins Glen Zoning Law. Article 8 is the actual Site Plan Review and Approval language. Also included is the Application form, and Part 1 of the New York State Environmental Assessment Form (SEQR).

We look forward to working with you.

Village of Watkins Glen

Planning Board

VILLAGE OF WATKINS GLEN
Village of Watkins Glen
303 North Franklin Street
Watkins Glen, NY 14891
Phone (607) 535-2736 Fax 535-7621
APPLICATION FOR SITE PLAN REVIEW

Project Name _____ Project Location _____ Zone _____

Applicant

Name _____	OwnerName _____
Address _____	Address _____
_____	_____
_____	_____
Telephone: work _____	Telephone work _____
home _____	home _____

Project Description:

Anticipated Completion Date: _____ Will Project be Staged ? (yes) (no)

Will any Federal, State or County Agencies be Involved in this Project ? (yes) (no)
If Yes Who and Why? (please include copies of documents i.e. – license or permit)

The State Environmental Quality Review Act (SEQRA) requires that the project identified in this Site Plan Review Application be evaluated for its environmental impact. Please complete Part I of the Short Environmental Assessment Form (617.20). This form is routinely used for general Unlisted Actions, the Planning Board may however, require a long form. If this is the case, one will be provided for you.