



(315) 848-3121

4078 State Hwy 3
Star Lake, NY 13690
www.Finetownny.gov
Fax: (315) 848-3152

SITE PLAN REVIEW APPLICATION

COMPLETED BY CODE ENFORCEMENT OFFICER

PERMIT NO: _____

DATE ISSUED: _____

PERMIT MUST BE OBTAINED BEFORE BEGINNING CONSTRUCTION

PLEASE READ & COMPLETE THIS ENTIRE FORM TO AVOID PERMIT DELAYS:

The undersigned hereby applies for a Building Permit for the following work, which will be completed in accordance with the description, plans and specifications submitted and such special conditions as may be indicated on the Building Permit.

APPLICATION DATE: _____

PROPERTY OWNER: _____

Address: _____
(Street or P.O. Box) (Village) (State) (Zip Code)

Telephone Number: _____

Property Location: _____
(Street) (Village) (State) (Zip Code)

Tax Map No. _____

Subdivision Name (if applicable): _____

PROJECT DESCRIPTION:

COST of PROJECT: \$ _____

LOT SIZE: Front _____ ft x Depth _____ ft

CORNER PROPERTY: ____YES ____NO

CURRENT OCCUPANCY CLASSIFICATION: ____RESIDENTIAL ____COMMERCIAL

PROPOSED OCCUPANCY CLASSIFICATION ____RESIDENTIAL ____COMMERCIAL

REQUIRED INFORMATION:

- 1) Plans to be drawn on separate sheet (in ink)
- 2) Show all Lot Lines, Dimensions and North Arrow
- 3) Show all Streets Bounding Property
- 4) Show all Distances from Buildings to Lot Lines
- 5) Show Adjoining Property Owners
- 6) Show Available Parking (if applicable)
- 7) Plans must include Proposed Building Dimensions

PLOT PLAN DIAGRAM: Showing location of existing buildings, distances to Lot lines, septic systems, etc.

AFFIDAVIT

I swear/affirm that to the best of my knowledge and belief the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premises and that all provisions of the NEW YORK STATE UNIFORM FIRE PROTECTION AND BUILDING CODE and all other laws pertaining to the proposed work shall be complied with, whether specified or not, and such work is authorized by the property owner. The granting of this permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or land use or the performance of construction.

Date: _____

Signed: _____
Owner

Signed: _____
Applicant

Printed Name of Owner: _____ Printed Name of Applicant: _____

SPECIAL CONDITIONS:

____ COUNTY PLANNING BOARD APPROVAL REQUIRED

Denied: _____
Planning Board Chairperson

Date: _____

APPROVED: _____
Planning Board Chairperson

Date: _____

In addition to a local building or subdivision permit, please be aware that you may also need a separate permit from one or more of these other Agencies. Federal Agency permits may also be required for some projects, particularly if they involve wetlands. You are responsible to contact each agency about your plans. The issuance of a Town Permit does not eliminate the requirement for any additional Agency Permits or Regulations.

ADIRONDACK PARK AGENCY

Jurisdictional Inquiry Office
PO Box 99

Ray Brook, NY 12997

(518) 891-4050

www.apa.state.ny.us

APA Permits are required for:

- Construction of Dwellings
- Subdivision of Land
- Activities in or affecting wetlands
- Change in Use of certain buildings
- New or Expanded Commercial or Industrial Uses
- Shoreline Development, Disturbance or Vegetative cutting along lakes & rivers
- Towers or other structures over 40 ft
- Waste Disposal areas
- Other Activities

***You must contact the APA and ask for a
"Jurisdictional Determination"***

DEC Region 6 Permit Administrator

317 Washington Street
Watertown, NY 13601

(315) 785-2245

www.dec.ny.gov

DEC Permits are required for:

- Disturbance of bed or banks of Streams, Lakes, Rivers - may include Bridges, Boathouses, Shoreline Stabilization
- Large Wastewater Systems
- Floating objects in Navigable Waters
- Public Water Supplies
- Storm Water Discharge for construction sites 1 acre or larger
- Solid Waste & Hazardous Waste Disposal
- Other Activities

You must contact the DEC

US ARMY CORPS of ENGINEERS

Division of Regulatory Affairs

1776 Niagara Street

Buffalo, NY 14207

(716) 879-4330

www.lrb.usace.army.mil

- Permits for Underwater Land use

You must contact the Corps

NYS DEPARTMENT OF HEALTH

58 Gouverneur Street

Canton, NY 13617

(315) 386-1040

www.health.state.ny.us

DOH Permits are required for:

- Realty subdivisions of five or more lots, each five acres or less in size
- Alternate septic systems
- Shared ("community") household water supplies
- Food service establishments
- Other activities

You must contact the DOH

NYS DEPARTMENT OF TRANSPORTATION

DOT Region 7

317 Washington Street

Watertown, NY 13601

(315) 785-2333

www.nysdot.gov

DOT Permits are required for:

- Work in State Highway "Right of Way" (ROWs) including new driveway access, Underground and overhead utilities
- Other Activities

You must contact the DOT