INCORPORATED VILLAGE OF HUNTINGTON BAY
SITE PLAN APPLICATION
As per Village Code 91-llE
IMPORTANT NOTES

All proposals for development in the Waterfront Preservation District shall be accompanied by a site plan which shall be reviewed by the Board of Trustees. The visual impact of proposed development shall be minimized in terms of views from the site and adjacent roads to Huntington Bay and from Huntington Bay to the site. Analysis shall consider the materials used, the massing of buildings, the scale of development, the view of the water from residences upland of the site and the use of landscaping and natural growth. The possible intrusion of new development on the visual setting of the existing dwellings and/or historic structures on nearby properties shall be undertaken in a manner so as to prevent adverse effects from erosion, siltation and flooding. All proposals for development elsewhere in the Village require site plan review for construction of a new building or dwelling greater than 80 square feet or for the alteration or reconstruction of an existing building or enclosed structure involving more than 20% of the floor area square footage. All proposals for clearing or grading activities when more than 2,000 square feet of area or 20% of the lot area is impacted; where the import or export of 100 cubic yards of soil and/or debris results and where a preexisting drainage condition, including the rerouting or blockage of off-site flow through the property is altered.

The applicant for site plan approval must provide the following not less than fourteen (14) days prior to the hearing and ONLY, after review and approval by the Village Building Inspector and Village Engineer:

(a) TWO (2) hard copies of the Site plan application and a PDF
(b) TWO (2) hard copies of the site plan addressing the criteria set forth above and a PDF
(c) TWO (2) hard copies of the survey showing the applicant's entire property and all adjacent streets, right-of-way, if any, or easements, including topography with minimum 2-foot contours, and a PDF
(d) Proof of ownership of the property.
(e) TWO (2) copies of covenant or deed restrictions intended to cover the site and a PDF
(f) TWO (2) copies of any legal instruments covering any streets, rights-of-way, if any, or easements, and a PDF
(g) SEAF Short Environmental assessment form PDF only.
(h) Photographs depicting visual setting of the property and all existing structures on the property and surrounding area from each of the comers of the property and abutting streets. All existing abutting structures on the east/west/north/south sides of the property shall be photographed.

VILLAGE OF HUNTINGTON BAY
SITE PLAN APPLICATION

1. Name of Property Owner: _____
   Address: _____
   Telephone: _____

2. Name of Applicant, if other than owner: _____
   Address: _____
   Telephone: _____
   (Attach copy of executed contract with owner)

3. Name of Engineer/Surveyor (and or other professionals and/or representatives):
   _____
   Address: _____
   Telephone: _____

4. Property Location: _____
   Zoning District: _____ Tax Map I.D.: _____
   Total Acreage: _____

5.

Abutting Property Owner:	Address of Property:	SCTM#'s:
N _____	_____	_____
S _____	_____	_____
E _____	_____	_____
W _____	_____	_____

6. Is any application pertaining to this property on file with any other governing agency? If yes please describe.
   _____
   _____

7. Briefly describe the scope of the project: _____
   _____
   _____
   _____
   _____
   _____
   _____

8. Is the property within 500 feet of (Circle one opposite each)

   (a) Any Town of Huntington boundary line (including Huntington Harbor and Huntington Bay)? YES NO
   (b) Any existing or proposed county or state park or other recreation area? YES NO

9. Does the property contain any slope lands defined in Village Code 73-3: YES NO

Slope Lands - Either steep slopes or very steep slopes.

Steep Slope - An area of land with a gradient of fifteen percent (15%) or more but less than twenty-five percent (25%) over a horizontal length of at least twenty-five (25) feet and extending for a horizontal width of at least (25) feet.

Very Steep Slope - An area of land with a gradient of twenty-five percent (25%) or more over a horizontal length of at least twenty-five (25) feet and extending for a horizontal width of at least twenty-five (25) feet.

If so, a steep slope special permit application will be needed in accordance with Village Code Chapter 73. Please consult the Village Building Inspector and/or Village Engineer.

APPLICANTS SHOULD BE DULY ADVISED THAT ALL ELEMENTS REQUIRED FOR APPLICATION FOR SITE PLAN REVIEW MUST BE FULLY ADDRESSED. IN THE EVENT THAT THESE ELEMENTS ARE NOT ADDRESSED THE VILLAGE RESERVES THE RIGHT TO TABLE THE APPLICATION UNTIL SUCH TIME THAT THE APPLICANT DOES ADDRESS THEM TO THE SATISFACTION OF THE VILLAGE. ALL APPLICATIONS MUST BE SUBMITTED TO THE VILLAGE CLERK AND DETERMINED TO BE COMPLETED BY VILLAGE STAFF AT LEAST THREE (3) WEEKS PRIOR TO THE PUBLIC HEARING DATE.

I (we) certify that the information contained in this application and on the Site Plan(s) submitted with this application is to the best of my (our) knowledge accurate and correct and that I (we) have read and understand the above and the instructions provided by staff.

Date: _____

Applicant Signature: _____

Return this application with filing fee, site plan copies and disclosure form.
Filing Fee **$500.00**