

**VILLAGE OF PERRY**  
**SITE PLAN REVIEW APPLICATION**

Zoning Dept. Use Only

Fee paid: ck \_\_\_ cash \_\_\_ CC \_\_\_  
Approved: \_\_\_\_\_  
Denied: \_\_\_\_\_  
Date: \_\_\_\_\_ ZEO: \_\_\_\_\_

Permit #: \_\_\_\_\_  
Date of Application: \_\_\_\_\_  
Date of Public Hearing: \_\_\_\_\_  
Date Notice Published: \_\_\_\_\_  
Date of County Referral: \_\_\_\_\_  
Date of Final Action: \_\_\_\_\_

Applicant is urged to completely fill out the following application, including the **Short Environmental Assessment Form**.

Applicant: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Property Location: \_\_\_\_\_ Tax Map Number: \_\_\_\_\_  
Applicable Section of Zoning Law: 490-84 Zoning District: \_\_\_\_\_  
**SEQR Required:**    Yes    No    Type 1    Type 2    Unlisted

**The Planning Board of the Village of Perry and Wyoming County Planning Department have identified the following as important elements which must be included if applicable when submitting site plans. Failure to submit the required documentation and information may cause either board to consider the application incomplete or consequently table the proposed project until complete materials are submitted. For questions, please contact the Zoning Officer at (585) 786-8820 or [droberts@wyomingcountyny.gov](mailto:droberts@wyomingcountyny.gov).**

**Name of proposed development:** \_\_\_\_\_

Proposed Address: \_\_\_\_\_ Municipality: Village of Perry

Description of proposed development: \_\_\_\_\_

**Developer: (owner, agent, or other)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**Licensed land Surveyor or Engineer:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Easement or other restrictions on property: \_\_\_\_\_

Drainage & soil permeability characteristics as per soil survey for Wyoming County: \_\_\_\_\_

Surface Drainage: \_\_\_\_\_ Drainage Area: \_\_\_\_\_ Runoff Destination: \_\_\_\_\_

## SITE PLAN APPROVAL CHECKLIST

	YES	NO	N/A
Zoning compliance and compatibility with Master Plan			
Written Letter of Intent – Describe the proposed use to be established or expanded, and any related actions to be taken affecting real property including square footage proposed, whether it is a new build construction or conversion, or any other physical changes to real property or structures			
Complete Site Plan illustrating proposal “as built”. This site plan must include all property lines with dimensions, lot area and location of adjacent buildings including right-of-way elements (margin, sidewalks, drives, curbs, and utilities)			
Completed SEQR Form			
Title of drawing, including name and address of applicant and person responsible for preparation of drawing north arrow, scale, and date			
Boundaries of the properly plotted to scale, location and dimension of setbacks in feet, type of construction materials and exterior dimensions of all building			
Show and label all roads, existing watercourses, and bodies of water			
Grading and drainage plan showing existing and proposed contours and location of any proposed storm sewer drains, culverts, retaining walls or fences			
Adequacy and flow of vehicular and pedestrian traffic with particular attention to access circulation and general safety. Are driveways designed to assure maximum safety and function?			
Location, arrangement, appearance and sufficiency of off-street parking and loading			
Will the development have a negative effect on traffic?			
Does the site plan take into consideration safe walking areas and handicap access?			
Location of fire lanes, emergency zones, hydrants			
Location, arrangement, size, design, and general site compatibility of building, lighting, and signs			

	YES	NO	N/A
Description of the method of sewage disposal and location of the sewage disposal facilities. Is the storm water drainage system designed in accordance with New York State SPDES/SWPP?			
Identification and description of the method, location, design and source of securing public or private potable water.			
Location, existing and proposed type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining lands, including the minimum retention of existing vegetation			
Protection of adjacent or neighboring properties against noise, glare, unsightliness, or other objectionable features			
Location of any outdoor storage and parking or truck loading areas showing points of entry/exit from the site and pedestrian access, if any.			
Protection of solar access on neighboring properties			
Will the development negatively impact cultural or natural resources?			
Are parking, loading and service areas screened from adjacent residential areas?			
Location of any outdoor storage and/or dumpster with type of screen to be used			
In the case of an apartment complex or other multiple dwelling, the adequacy of usable open space for play area and informal recreation			
Map and aerial photo identifying adjacent parcels & land usage			
Location and design of all energy distribution facilities, including electrical, gas and solar energy, etc.			

**RECORD OF VOTE:**

Chair: \_\_\_\_\_

Aye Nay Absent Abstain

Member: \_\_\_\_\_

Aye Nay Absent Abstain