



(631) 957-7500
FAX (631) 957-4605

INCORPORATED VILLAGE OF LINDENHURST

430 SO. WELLWOOD AVENUE - LINDENHURST, NEW YORK 11757

REQUIREMENTS FOR SITE PLAN APPLICATION

Please include the following items with the completed application. Return all items to Lindenhurst Village Hall, 430 South Wellwood Avenue, Lindenhurst, NY 11757.

- Ten (10) Copies of Site Plan
- Short Environmental Assessment Form
- \$500.00 Application Fee



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APPLICATION FOR SITE PLAN REVIEW

Date Received: _____

Name: _____ Telephone: _____

Location: _____

The undersigned hereby applies for approval of site plans for a (commercial, industrial or senior citizen housing) project in accordance with Local Law #6-1987 adopted by the Village Board on June 1st, 1987, and the Rules and Regulations of your Board, and states the following:

1. **Applicant's Name:** _____

Address: _____

2. If the applicant is a corporation, give the name and title of responsible officer:

Name: _____ Title: _____

3. **Land Owner:** _____

Address: _____

4. **Engineer or Land Surveyor (Licensed):** _____

Name: _____

Business Address: _____

License #: _____ Telephone: _____

5. **Architect:** _____

Business Address: _____

License #: _____ Telephone: _____

6. If the applicant does not own the property, prepare endorsement form attached establishing owner's authorization for the applicant.

7. All communications with regard to this application shall be addressed to the following person until further notice:

Name: _____ Telephone: _____

Address: _____

PROPOSED SITE

1. Board of Appeals Applications on this site:

Variance: _____

Case #: _____

Date: _____

Decision: _____

2. Has there been any change of zone on this site, or do you contemplate any future change of zone? If so, describe the change:

3. Does the site plans submitted describe the development of the entire site, or will the site be developed in stages?

Signature: _____ **Date:** _____



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AFFIDAVIT OF POSTING

In the Matter of the Application Of

P.O. Address:

STATE OF NEW YORK)
COUNTY OF SUFFOLK)

_____, BEING DULY SWORN, DEPOSES AND SAYS:

1. THAT (S)HE IS THE () APPLICANT () AGENT FOR APPLICANT
2. THAT THIS AFFIDAVIT IS MADE IN COMPLIANCE WITH THE PROVISIONS OF THE BUILDING ZONE ORDINANCE OF THE INC. VILLAGE OF LINDENHURST, CHAPTER 85, ARTICLE X, SECTION 85-70.1, REQUIRING AFFIDAVIT OF POSTING.
3. THAT THE DEPONENT HAS READ THE PROVISION OF THE AFORESAID CHAPTER OF THE BUILDING ZONE ORDINANCE OF THE INC. VILLAGE OF LINDENHURST, AND IS FAMILIAR WITH SAME.
4. THAT IN COMPLIANCE WITH THE PROVISIONS OF THE AFORESAID CHAPTER OR THE BUILDING ZONE ORDINANCE OF THE INC. VILLAGE OF LINDENHURST, THE DEPONENT HAS POSTED OR HAS CAUSED TO BE POSTED UPON THE PROPERTY WHICH IS THE SUBJECT OF THIS APPLICATION, A NOTICE OF SAID APPLICATION.
5. THAT SAID NOTICE WAS POSTED ON SUBJECT PROPERTY ON THE _____ DAY OF _____, _____.
6. THAT SAID NOTICE COMPLIES IN ALL RESPECTS WITH THE REQUIREMENTS, AS TO CONTENT, SIZE, FORM, MATERIAL, LOCATION AND TIME OF POSTING, ELEVATION AND LENGTH OF TIME DISPLAYED.
7. THAT THE DEPONENT MAKES THIS AFFIDAVIT KNOWING FULL WELL THAT THE TRUTH OF THE STATEMENTS CONTAINED HEREIN WILL BE RELIED UPON.

SIGNATURE

SWORN BEFORE ME THIS _____

DAY OF _____, 20 _____

NOTARY PUBLIC

617.20
Appendix B
Short Environmental Assessment Form

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? 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.			NO	YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	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 or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<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, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____ _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
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? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
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	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____ _____	NO	YES	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO	YES
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: _____ _____ _____	NO	YES
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: _____ _____ _____	NO	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)



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OWNER'S ENDORSEMENT

PLEASE NOTE: THE OWNER FILLS OUT THIS FORM ONLY IF AUTHORIZING A CONTRACT VENDEE OR OTHER TO SUBMIT THIS APPLICATION

_____, being duly sworn, deposes and says that he/she resides at

_____ in the County of _____, and the

State of _____ and that he/she is (_____) of the

_____ Corporation which is the owner in fee of the premises described in

the foregoing application and that he/she has authorized _____

to make foregoing application for subdivision/rezoning/site plan review approval as described herein.

Signature of Property Owner

Sworn before me this _____ day of

_____ 20_____



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POSTING OF SIGNS

The posting of sign(s) on subject property shall be made in the following manner:

The petitioner shall erect on the affected property a sign or signs of green printing (of Professional quality), on a white background measuring thirty inches (30") high and forty inches (40") wide, which shall be prominently displayed on the premises facing each public street, maximum spacing of two hundred (200') feet on center. REFER TO EXAMPLE ON NEXT PAGE.

The sign(s) shall be set back not more than ten feet (10') nor less than five feet (5') from the front property line, and shall not be less than two (2') feet nor more than six (6') feet above the grade of the property line or affixed to any utility pole, or in any window, giving notice that the application for rezoning approval is pending the date, time and place when the public hearing will be held.

PLEASE NOTE THAT PUBLIC NOTICE SIGNS MUST BE REMOVED WITHIN TWENTY-FOUR (24) HOURS AFTER THE PUBLIC HEARING

SITE PLAN PUBLIC HEARING NOTICE

40"

GREEN LETTERS ON
WHITE BACKGROUND

OFFICIAL NOTICE VILLAGE OF LINDENHURST

The Planning Board will review plans regarding a request for **SITE PLAN REVIEW**

A PUBLIC HEARING

WILL BE HELD ON _____
MONTH DAY YEAR

IN THE BOARD ROOM OF VILLAGE HALL
430 S. WELLWOOD AVE., LINDENHURST

_____ P.M.
TIME

TO CONSIDER THIS AND OTHER PETITIONS

FOR FURTHER INFORMATION CALL 957-7500

30"

10'0" Max.

↑
2' 0" - 6' 0"
↓

GRADE

Front
lot line