



TOWN OF ROYALTON

5316 Royalton Center Road, Middleport, NY 14105

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www.townofroyalton.org

SITE PLAN APPROVAL APPLICATION

Assessor / Zoning Office

To the Planning Board of the Town of Royalton:

The undersigned hereby applies for Site Plan Approval in accordance with Section 200-35 §F and §200-80 of the Code of the Town of Royalton. The undersigned is/are the owner(s) or parties in interest, of the property located at:

Address: _____

_____, NY _____

Applicant's Name and Mailing Address: _____

Owner's Name and Mailing Address (if different from above): _____

The Proposed use of the Property is as follows:

(Signature of Petitioner)

(Date)

(Signature of Petitioner)

(Date)

SITE PLAN PROCEDURE

An application for site plan approval shall be made in writing to the Zoning Enforcement Officer, **10 Business Days prior to the scheduled meeting**, who shall cause it to be presented at the next regularly scheduled meeting of the Planning Board or Zoning Board of Appeals, as the case may be. The application shall be accompanied by information drawn from the following checklist. The Planning Board or Zoning Board of Appeals may require additional information, if necessary, to complete its review.

A. Plan checklist for all site plans:

- (1)** Title of drawing, including name and address of applicant and person responsible for preparation of such drawing;
- (2)** North arrow, scale and date;
- (3)** Boundaries of the property plotted to scale;
- (4)** Existing watercourse and bodies of water;
- (5)** Location of any slopes of 5% or greater;
- (6)** Proposed grading and drainage;
- (7)** Location, proposed use and height of all buildings and site improvements including culverts, drains, retaining walls and fences;
- (8)** Location, design and construction materials of all parking and truck loading areas, showing points of entry and exit from the site;
- (9)** Location of outdoor storage, if any;
- (10)** Description of the method of sewage disposal and location of the facilities;
- (11)** Identification of water source; if well, location;
- (12)** Location, size and design and construction materials of all proposed signs.
- (13)** Location and proposed development of all buffer areas, including existing vegetative cover;
- (14)** Location and design of outdoor lighting facilities;
- (15)** General landscaping plan.

B. As necessary, the Planning Board or Zoning Board of Appeals may require the following:

- (1)** Provision for pedestrian access, if necessary;
- (2)** Location of fire lanes and hydrants;
- (3)** Designation of the amount of building area proposed for retail sales or similar commercial activity.
- (4)** Other elements integral to the proposed development as considered necessary by the Planning Board.

Additional support material, as appropriate, is attached to this petition. I / We understand that any misstatement of fact herein is grounds for revocation for any decision made pursuant to this petition.

PLANNING BOARD DECISION

The **TOWN OF ROYALTON PLANNING BOARD** hereby renders the following decision regarding this petition:

APPROVED:

(Signature of Planning Board Chairman)

(Date)

DENIED:

(Signature of Planning Board Chairman)

(Date)

Site Plan Approval Fee

Application \$ _____

Public Hearing \$ _____