

Planning Board
The Village of Babylon
153 West Main Street
Babylon, NY 11702
631-669-1300

Planning Board Application

Property Address: _____

Tax Map: District 102 Section _____ Block _____ Lot _____ Zone _____

Applicant: _____

Phone Number : _____

Address of Applicant: _____

Proposed Action: _____

Filing Fees

- | | |
|---|----------|
| <input type="checkbox"/> Special Permission (decks, fences, driveway alterations) | \$ 50.00 |
| <input type="checkbox"/> Site Plan Review | \$250.00 |
| <input type="checkbox"/> Residence O District | |
| <input type="checkbox"/> Residence M District | |
| <input type="checkbox"/> Marine Commercial District | |
| <input type="checkbox"/> Retail Business | |
| <input type="checkbox"/> Industrial District | |
| <input type="checkbox"/> Advanced Living M.R. District | |
| <input type="checkbox"/> Residence Railroad Station District | |
| <input type="checkbox"/> Site Plan Change | \$100.00 |
| <input type="checkbox"/> Subdivision of a parcel which is part of a filed map and requires no roads. | \$150.00 |
| <input type="checkbox"/> Subdivision of property which includes Town Houses.
Usually will require new roads, drainage systems, engineering drawings and detailed planning. Public hearing required before formal subdivision plat is approved. | \$400.00 |

Subdivision requiring Suffolk County Planning Review (extra fee) \$50.00

Other

Payment Received: Cash Check

Amount: \$ _____ By: _____ Date: _____

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PROPERTY OWNERS ENDORSEMENT

(to be completed if the applicant/business owner is not the property owner)

COUNTY OF SUFFOLK

SS:

STATE OF NEW YORK

_____ being duly sworn,

Deposes and says that (s)he resides at _____ in

The County of _____, and State of _____, and that (s)he in

owner in fee or _____ of the _____

Corporation, which is the owner in fee of the premises described in the foregoing

application to the Planning Board and that (s)he has authorized

_____ to make the foregoing application

and /or represent the owner at the Planning Board hearing.

Sworn before me this

_____ Day of _____, 20_____

Notary Public, Suffolk County

PROCEDURES FOR FILING APPLICATION TO PLANNING BOARD

The following information must be submitted with your Planning Board application:

RESTAURANTS:

Interior:

1. Interior plans with kitchen, seating and bar areas sited (professionally drawn) noting the following:
 - Number of employees
 - Hours of operation
 - Number of seats at tables
 - Number of seats at bar
 - Interior Square footage of kitchen, seating and bar areas noted

Exterior:

1. Survey
2. Site Plan with available parking, dumpster location and grease trap if required. (fully dimensioned)
3. Outside seating, if applicable
4. 2 copies of all of above

RES-O – PROFESSIONAL OFFICES

Interior:

1. Interior plans (professionally drawn) noting the following:
 - Interior floor plans with square footage
 - Hours of operation
 - Number of employees
 - Number of patients/clients per hour

Exterior:

1. Survey
2. Site Plan with number of parking spaces, dumpster location (fully dimensioned)
3. 2 copies of all of above

RESIDENTIAL

Exterior:

1. Driveway changes: Survey/Site Plan – showing driveway and curb cut (fully dimensioned)
Be advised – all driveway modifications expanding the driveway surface or any new driveways must include drainage. (see attached)
2. Second story balconies: Elevations/drawings – showing second story balconies or decks (fully dimensioned)
3. Survey of property
4. 2 copies of all of above

SUBDIVISIONS

1. Survey as property exists
2. Survey/Site plan of each new proposed lot with building envelopes and driveway locations
3. Matrix detailing all proposed information for each lot
4. Completed SEQRA
5. 2 copies of all of above

ALL COMPLETED APPLICATIONS AND FEE MUST BE RECEIVED 2 WEEKS AND 2 DAYS PRIOR TO THE MEETING TO BE PLACED ON THE NEXT PLANNING CALANDER. PLANNING BOARD MEETS LAST THURSDAY OF EACH MONTH EXCEPT AUGUST. BE ADVISED, ALL DATES ARE SUBJECT TO CHANGE. CHECK WITH THE BUILDING DEPT. ON THE FIRST OF THE MONTH TO CONFIRM MEETING DATE.