



TOWN OF VESTAL PLANNING BOARD APPLICATION

133 Front Street
Vestal, New York 13850
Web Site: www.vestalny.com
(607) 786-0980 Phone
(607) 786-0984 Fax

APPLICANT NAME AND ADDRESS _____

PHONE NUMBER _____ EMAIL _____

ENGINEER'S NAME AND ADDRESS _____

PHONE NUMBER _____ EMAIL _____

PROJECT NAME _____

SITE LOCATION _____ TAX MAP # _____

BRIEF DESCRIPTION _____

- Planning Board meets at 6 pm the 2nd Tuesday of each month in the Town board room at 605 Vestal Parkway W.
- Application and plans needed at least 10 calendar days prior to meeting, unless a 239 l & m is required, then plans will need 32 calendar days prior to meeting.
- For fees, please refer to the attached schedule or call 607-786-0980

The following items are required to be provided on the site plan, which must be submitted through a licensed NYS Engineer: **9 sets of plans** when a 239 l & m review are required. **7 sets of plans** if no 239 is required.

North arrow, scale, date	Property boundary, dimensions
Building setback dimensions	Easements on property
Zoning classification of lot	Existing & proposed contours
Flood area-FIRM-if required	SEQR form
Historical site – if required	Water service location and size
Lot coverage - % proposed	Sewer service location and size
Building height	Drainage plan
Off-street parking size (9'-5"x 20' w/24' lanes)	Fire Department sprinkler connection
Off-street parking & loading per Section 24-207	Curve radius – vehicle
Building elevation view	Lot lighting
Site profile view – if slopes greater than 1 on 3	Dumpster – full screening required
Landscaping plans	

The following is required for all new construction:

- 1) Erosion Control Plan – for disturbance of 1 acre or more, see the NYSDEC website www.dec.state.ny.us
- 2) NYSDEC Stormwater Pollution Prevention Plan (SWPPP) may be required under the NY State Pollutant Discharge Elimination System Permit (SPDES)
- 3) Knox Box required – Fire Department, see Knoxbox.com of online application
- 4) Backflow device required – Water Department
- 5) Broome County 239 l&m will be sent out by Town. The County has 30 days to respond, which will be part of the approval requirements
- 6) Binghamton-Johnson City Treatment Plant flow application-east side of SR26
- 7) SEQR forms – short form, unless told otherwise