

Necessary Paperwork for Both Planning and Zoning Boards

- Application (either Subdivision/Site Plan or Variance)
- SEQR Form (usually SEAF – Short Form Environmental Assessment Form Part I)
- Affidavit of Sign Posting for Public Hearing
- Picture of Sign posted on location
- Engineer's Site Plan and/or Client Drawings of intended work (dimensions, setbacks, locations etc.)

Additional Paperwork for Planning Board

- 3 full-sized engineered site plans
- 9 additional engineered site plans (can be smaller-sized at CEO's discretion)
- 12 copies of all other documents

Additional Paperwork for Zoning Board of Appeals

- 8 copies of all documents