

2011 - TOWN OF ORANGETOWN ARCHITECTURE AND COMMUNITY APPEARANCE BOARD OF REVIEW

Town of Orangetown, 20 Greenbush Road, Orangeburg, New York
845-359-8410, ex 611 or 615. orangetown.com

APPLICATION REQUIREMENTS FOR SUBMISSION TO THE BOARD:

1. Signed and dated attached Board application. Project Description on Page 1 must be provided.
2. Copy of Deed to present owner of property.
3. Written authorization from owner to appear in front of Board, if Agent.
4. All Site Plan submissions must have a Building Permit Referral, signed by the Director of the Buildings Department.
5. List of Names/Addresses of all owners of properties within 200 feet of perimeter of Site, obtained from the Tax Assessor's Office. Application must include a map of lots noting 200 foot radius line as applicable, measuring from all points on property line, not from the center of the site, (excluding public roadways, right of ways, public utility or public entity). Names and addresses must be placed on stamped #10 envelopes, without return address. Do not use a postage meter.
6. Ten copies of all plans, signed and sealed by the appropriate New York State Professional and must conform to Town of Orangetown Land Development Regulations, see Chapters 21 and 21A of the Town of Orangetown Town Code. (All plans must be folded to 8½ x11 with title box showing).

7. Site Plan Requirements Include:

- Minimum scale of 1 inch = 30 feet
- Vicinity map minimum scale of 1 inch = 1000 feet
- All existing trees over 8 inches in diameter, indication those trees to remain, those trees to be removed shall have an "x" on the tree
- Note the trees to be planted in accordance with the Town Code Regulation 21-25, Shade Tree Ordinance
- Existing and proposed contours at 2 foot intervals and first floor elevations
- Existing and new structures
- Access roads, off street parking, sidewalks and curbs, streams and grading
- Parking schedule, number of spaces required, location and number provided (non residential plans only)
- Proposed Landscaping Plan
- North Arrow

8. Architectural Plan Requirements Include:

- Floor Plans, Elevations, Exterior Mechanical Equipment, Building Materials.
- Samples of building materials need to be presented at the meeting for Board review.**

9. Appropriate Fees: Plan Review Fees

- Subdivision Plan: \$300.00
- Residential Site Plan: \$125.00
- Other/Signs \$100.00
- Commercial Site Plan: \$300.00

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Once scheduled for a meeting date, all applicants are required to erect signs containing information regarding the public hearing on every lot corner and once every 100 feet facing each public street on which the property abuts, see Chapters 21 and 21A of the Town of Orangetown Town Code. Such signs shall be obtained from the Architecture and Community Appearance Board of Review Office.

2011 Meeting Dates:

1ST & 3RD Thursday of every month, unless noted, in the Greenbush Auditorium, 20 Greenbush Road, Orangeburg, New York. All meetings start at 7:30 p.m.

January 6, 2011 January 20, 2011

February 3, 2011 February 17, 2011

March 3, 2011 March 17, 2011

April 7, 2011 April 21, 2011

May 5, 2011 May 19, 2011

June 2, 2011 June 16, 2011

July 7, 2011 July 21, 2011

September 8, 2011 (2nd Thursday)

September 22, 2011 (4th Thursday)

October 6, 2011 October 20, 2011

November 3, 2011 November 17

December 1, 2011