

APPLICANT'S NAME: _____ IPB MATTER NO. _____

PROPERTY ADDRESS: _____

**IRVINGTON PLANNING BOARD
APPLICATION FOR SITE DEVELOPMENT PLAN APPROVAL**

*[18 copies of this form should be submitted along with 18
copies of Supporting Documents listed on pages 4 and 5]*

_____ Application is hereby made to the Planning Board of the Village of Irvington for Site Development Plan Approval pursuant to Article XIV of the Irvington Zoning Code (§§ 224-66 *et seq.*) for the property more particularly described below.

_____ Applicant requests only Limited Site Development Plan Approval (*to be checked only if the eligibility requirements of § 224-73 of the Irvington Zoning Code are met*)

1. Applicant's Name, Address, Telephone Number, and E-mail Address

2. Location of Subject Property

The property for which this application is made consists of a gross site area of approximately _____ square feet, and is generally identified as:

Parcel Identification Number _____

Address or Street Location _____

In School District (Irvington or Dobbs Ferry) _____

In Zoning District _____

3. Brief Description of Action for Which Approval Is Sought

4. Reason Site Development Plan Approval Is Required

Site Development Plan Approval is required under § 224-66 of the Irvington Zoning Code because Applicant is proposing to:

_____ Erect a building, as defined in § 224-3 of the Irvington Zoning Code. The building to be erected is _____.

_____ Tear down an existing building or structure.

_____ Subdivide the property in such a way as to create an additional lot.

_____ Alter a building so as to increase the cubic area enclosed by roof and exterior walls. The increase will add a total of approximately _____ square feet of floor area on a total of _____ floors and a total of approximately _____ cubic feet.

_____ Add an unenclosed structure to a building, namely _____.

_____ Enlarge or relocate an existing unenclosed structure, namely _____.

_____ Alter a building in such a way as to create an additional dwelling unit.

_____ Construct or alter a driveway or parking space.

_____ Other. Explain _____.

5. Characteristics of Site

A. Does any portion of the subject property: (1) come within 30 feet of the Croton Aqueduct, (2) lie within the Village Watershed, (3) abut Broadway, Cyrus Field Road, Mountain Road or Sunnyside Lane, (4) lie within 500 yards of a border of Irvington or the Hudson River, (5) contain any wetland, (6) contain or border a water body or watercourse, (7) lie in or adjacent to a flood plain, (8) lie within the View Preservation District (*i.e.* lie west of Broadway), (8) lie in the Historic District? If the answer to any of the above is "Yes," state particulars.

B. State whether there are any covenants, deed restrictions, or prior subdivision plats that cover all or any part of the subject property. If "Yes," identify them, indicate the nature thereof, and **submit a copy** of each such document as part of this application.

C. Does the subject property contain any Protected Trees or Trees or Shrubs of Historic or Unique Value, as defined in § 202-2 of the Irvington Code? If "Yes," any such tree or shrub must be identified on the site plans.

D. Does the subject property contain any historically significant building or structure? If "Yes," describe.

6. Legal Status of Applicant

State whether Applicant is an individual or a legal entity, and, if the latter, describe nature of legal entity (corporation, partnership, limited liability company, joint venture, etc.). If Applicant is or includes a corporation, or is a partnership or joint venture, attach a list of names and residence address of each director, chief executive officer, chief financial officer, and secretary of such corporation. If Applicant is a partnership, joint venture or limited liability company, attach a list of names and residence address of each general and limited partner, or of each manager and member.

7. Relationship of Applicant to Subject Property

A. State whether the Applicant is the current owner of the property covered by this application, or has a contract or option to purchase the property, and give date when Applicant became owner, or date of contract or option agreement, as applicable.

B. State the name and address of the party from whom the Applicant acquired title to the property, or of the other party to the contract or option agreement with Applicant.

C. If Applicant is not the current owner of the subject property, an affidavit from the property owner must be submitted stating that the owner authorizes the Applicant to make and pursue this application. The affidavit must also state that the property owner acknowledges that any unpaid application fees and professional fees incurred by the Village in connection with this application, if unpaid, shall become a lien against the subject property and may be collected in the same manner as delinquent taxes. (*Sample affidavit attached.*)

8. Information About Nearby Property

Does Applicant directly or indirectly own any beneficial interest¹ in any property any part of which is within 1,000 feet of any boundary of the property covered by this application? _____
If "Yes," furnish the following information with respect to each of such other properties:

Parcel Identification Number _____
Address or Street Location _____
Approximate gross area _____ square feet
Present use _____

9. Information About Consultants and Professionals

List the name, address, telephone number and e-mail address of each attorney, planning consultant, architect, surveyor, engineer, and any other person who will represent the Applicant before the Planning Board in connection with this application, and the capacity of each:

10. Required Supporting Documents

- A. All maps, drawings, renderings and information listed in the attached Site Development Plan Approval Checklist
- B. Completed Site Development Plan Approval Checklist (*attached*)
- C. Survey Certification (*attached*)
- D. Certificate of Licensed Architect or Professional Engineer (*attached*)
- E. Affidavit of Mailing (*attached*), along with a copy of the Notice, List of Affected Property Owners, and proof of mailing or delivery

Irvington Zoning Code § 224-69 E(1) requires that notice of the Site Development Plan application be given to all Affected Property Owners (as defined in Zoning Code § 224-3) by mail or delivery for which the post office

¹ "Beneficial interest" includes any direct or indirect ownership interest in, or the proceeds of sale, lease or development of the property, as well as any direct or indirect right to acquire such an interest in property or proceeds of property, such as a contract or option to purchase such an interest, or an ownership interest in a corporation or other entity that owns or has a right to acquire such an interest.

or delivery service company provides proof of mailing or delivery. Such notice must be mailed or delivered not later than 14 days prior to the Planning Board meeting at which the application is being heard.

- F. Affidavit of Publication (*attached*), if required, along with a copy of the Notice

Irvington Zoning Code § 224-69 E(2) requires that if the property for which the Site Development Plan application is made abuts Broadway, Main Street, the Hudson River, Harriman Road or Cyrus Field Road, or if the property is larger than five acres, the Applicant must also publish twice in the official newspaper of the Village, i.e., The Journal News, notice that such application is being made. Sample notice is attached. The later of the two notices must be published not later than 14 days prior to the Planning Board at which the application is being heard.

- G. Affidavit of Property Owner (if Applicant is not current owner of property that is the subject of the application)
- H. Environmental Assessment Form (not required for applications pertaining to one- and two-family residences)
- I. Construction Schedule. A proposed phased schedule for construction and completion of the Site Development Plan. The schedule must not exceed three years from the date of Planning Board approval to the date of final phase review.

All applications must be accompanied by required fee. (*Irvington Code, Chapter 114*)

<i>Erection/modification of residence or dwelling unit</i>	<i>\$500 per unit</i>
<i>Erection, enlargement, conversion or redevelopment of nonresidential buildings</i>	<i>\$500, plus \$100 for each 1,000 square feet of floor area</i>
<i>Amendment of site development plan</i>	<i>\$150</i>

Prior to the public hearing, Applicant must provide proof that signs required by Irvington Zoning Code § 224-69E(4) were posted. (e.g., dated photo)

N.B. An application is not complete until all of the above items are submitted.

APPLICANT'S NAME: _____ IPB MATTER NO. _____

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**IRVINGTON PLANNING BOARD
CERTIFICATE OF LICENSED
ARCHITECT OR PROFESSIONAL ENGINEER**

I, _____, DO HEREBY CERTIFY to the Village of Irvington as follows:

1. I am an architect or professional engineer (*strike whichever is not applicable*), licensed by the State of New York on _____, _____, and my license is in good standing on the date of this Certificate. My office address is:

2. This Certificate Is made in connection with the Application for Site Development Approval, dated _____, _____, submitted to the Irvington Planning Board by _____ as Applicant for the property located at _____, Village of Irvington.

3. I have visited the site and I have reviewed and am familiar with the Application and with the following maps, plans and other documents that form part of the Application: *[list]*

4. I certify that the development proposed by the Applicant, as described in this application and the documents listed in paragraph 3 above would comply with all zoning, subdivision and building codes, ordinances and regulations of the Village of Irvington in effect on the date this Certificate is made, except in the following respects:

IN WITNESS WHEREOF, I do certify this ___ day of _____, 20__.

Signature

[Seal]

APPLICANT'S NAME: _____ IPB MATTER NO. _____

PROPERTY ADDRESS: _____

**IRVINGTON PLANNING BOARD
SURVEY CERTIFICATION**

I, _____, DO HEREBY CERTIFY to the Village of Irvington as follows:

1. I am a licensed land surveyor or professional engineer (*strike whichever is not applicable*), licensed by the State of New York on _____, _____, and my license is in good standing on the date of this Certificate. My office address is:

2. I have examined the attached survey dated _____, made by _____, of the property located at _____.

3. [*check one*] _____ The survey shows the property in its present condition. There has been no change in any of the boundary lines of the property, and no change in, addition to, or relocation or removal of any building (other than changes inside a building that do not result in any change in the location or configuration of any external wall thereof), fence, driveway, paved area, or other structure or improvement shown on the survey.

_____ No buildings, fences, driveways, paved areas, or other structures or improvements have been constructed on or next to the property since the date of the survey, except the following:

IN WITNESS WHEREOF, I do certify this ___ day of _____, 20____.

Signature

[Seal]

APPLICANT'S NAME: _____ IPB MATTER NO. _____

PROPERTY ADDRESS: _____

IRVINGTON PLANNING BOARD
AFFIDAVIT OF MAILING

STATE OF NEW YORK)
COUNTY OF WESTCHESTER) ss.:

_____, being duly sworn, depose(s) and say(s):

On _____, I mailed or arranged delivery of the Notice attached to this Affidavit to each party listed on the annexed List of Affected Property Owners at the address on that List. Such notice was mailed or delivered not later than 14 days prior to the Planning Board meeting at which this application will first be heard. Notice was given by: [state method of mailing or delivery]

(Signature)

(Type or print name)

Sworn to before me this _____

day of _____, 20_____

Notary Public

[Attach List of Affected Property Owners, Notice, and proof of delivery
or mailing from Post Office or delivery company]

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**IRVINGTON PLANNING BOARD
AFFIDAVIT OF PUBLICATION**

*[Required when subject property is larger than five acres, or abuts Broadway,
Main Street, the Hudson River, Harriman Road, or Cyrus Field Road]*

STATE OF NEW YORK)
COUNTY OF WESTCHESTER) ss.:

_____, being duly sworn, depose(s) and say(s):

As required by Section 224-69E(2) of the Irvington Zoning Code, a notice in the form attached hereto was published twice, on _____, _____ and _____, _____ in the official newspaper of the Village of Irvington, namely *The Journal News*.

(Signature)

(Type or print name)

Sworn to before me this _____

day of _____, 20____

Notary Public

[Attach text of Notice]

VILLAGE OF IRVINGTON - APPLICATION DATA SHEET

www.irvingtonny.gov

Owner Address _____ Date _____
 Tax Account Number (*) _____ Sheet _____ Block _____ Lot _____ Parcel _____
 Property Address _____ Phone # _____ Fax # _____

Architect or Engineer _____ Email Address _____
 Phone # _____ Cell # _____ Fax # _____ N Y S Lic. # _____

Ref.	Existing	Proposed	Coverage Information					Total (in sq Ft)	Provide floor plan showing dimensions and Sq Ft	
			Two Family 1F-5	Multi Family 1F-10	1F-20	1F-40	1F-60			1F-80
224-4	Zoning District	n/a	5,000	10,000	20,000	40,000	60,000	80,000	Structures _____ Decks _____ Patios, walks _____ Porches _____ Floor overhangs _____ Swimming pools _____ Other _____	
224-10	Square feet of lot	n/a	30	30	35	50	60	75		
224-11	Front yard setback		10	15	15	25	30	50		
224-11	Side yard setback 1		10	15	15	25	30	50		
224-11	Side yard setback 2		30	30	35	40	60	75		
224-11	Rear yard setback		50	85	100	150	200	250		
224-10	Lot width		100	100	125	150	200	250		
224-10	Lot depth		24%	20%	16%	12%	8.33%	6.75%		
224-13	Lot coverage		upto 5000 sqft	upto 10000sqft	upto 20000sqft	upto 40000sqft	upto 60000sqft	upto 80000sqft		
224-13	Coverage Bonus over minimum lot size		16%	12%	6%	4%	2%	2%		
224-11	Patios, sidewalks and other impervious surfaces		15' from street line and 4 feet from all other property lines							

Additional Information required (**)
 Survey showing all existing conditions
 All easements and restrictions
 Site plan showing all proposed improvements
 Location of all trees in affected areas

Applicable _____ no _____
 All properties west of Broadway
 All properties along Aqueduct
 Existing properties along Broadway
 All properties along Cyrus Field Rd

Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	F.A.R. Information	Existing	Proposed
< 5,000	0.43	varies	21,000	0.198	4,158	38,000	0.164	6,232	55,000	0.1325	7,288	72,000	0.125	9,000			
5,000	0.43	2,150	22,000	0.196	4,312	39,000	0.162	6,318	56,000	0.1305	7,308	73,000	0.125	9,125			
6,000	0.39	2,340	23,000	0.194	4,462	40,000	0.1625	6,500	57,000	0.1285	7,325	74,000	0.125	9,250			
7,000	0.36	2,520	24,000	0.192	4,608	41,000	0.1605	6,581	58,000	0.1265	7,337	75,000	0.125	9,375			
8,000	0.33	2,640	25,000	0.19	4,750	42,000	0.1585	6,657	59,000	0.1245	7,346	76,000	0.125	9,500			
9,000	0.3	2,700	26,000	0.188	4,888	43,000	0.1565	6,730	60,000	0.125	7,500	77,000	0.125	9,625			
10,000	0.28	2,800	27,000	0.186	5,022	44,000	0.1545	6,798	61,000	0.125	7,625	78,000	0.125	9,750			
11,000	0.2725	2,998	28,000	0.184	5,152	45,000	0.1525	6,863	62,000	0.125	7,750	79,000	0.125	9,875			
12,000	0.265	3,180	29,000	0.182	5,278	46,000	0.1505	6,923	63,000	0.125	7,875	80,000 and above	0.125	10,000			
13,000	0.2575	3,348	30,000	0.18	5,400	47,000	0.1485	6,980	64,000	0.125	8,000						
14,000	0.25	3,500	31,000	0.178	5,518	48,000	0.1465	7,032	65,000	0.125	8,125						
15,000	0.2425	3,638	32,000	0.176	5,632	49,000	0.1445	7,081	66,000	0.125	8,250						
16,000	0.235	3,760	33,000	0.174	5,742	50,000	0.1425	7,125	67,000	0.125	8,375						
17,000	0.2275	3,868	34,000	0.172	5,848	51,000	0.1405	7,166	68,000	0.125	8,500						
18,000	0.22	3,960	35,000	0.17	5,950	52,000	0.1385	7,202	69,000	0.125	8,625						
19,000	0.2125	4,038	36,000	0.168	6,048	53,000	0.1365	7,235	70,000	0.125	8,750						
20,000	0.2	4,000	37,000	0.166	6,142	54,000	0.1345	7,263	71,000	0.125	8,875						

(*) Tax ID Number available from Village Clerk (591-7070)
 (**) The Village Zoning Regulations should be consulted for additional requirements.

