

**Application for Special Permit or Site Plan**  
**Village of Rhinebeck**  
**76 East Market Street**  
**Rhinebeck, NY 12572**  
Ph 845-876-1922  
Fax 845-876-5453

(Complete application package must be received at least six business days prior to the meeting date.)

\_\_\_\_\_  
Tax ID Grid # 61\_\_-\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_ Zoning District: \_\_\_\_\_  
\_\_\_\_\_

Name of Applicant: \_\_\_\_\_  
Present Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
\_\_\_\_\_ Work #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Street Address of Subject Property: \_\_\_\_\_

Request for            **SPECIAL PERMIT**            **SITE PLAN**            **BOTH**            (circle one)

Proposed Use of Property: \_\_\_\_\_

Current Use of Property: \_\_\_\_\_

Is the property currently in applicant's name? \_\_\_\_\_ (If the answer is no, application cannot proceed.  
Our law requires the application be signed by the owner for it to be considered valid. However, the owner may authorize  
someone else to represent him or her before the Planning Board, Zoning Board, or Zoning Enforcement Officer.)

**ENCLOSE WITH THIS APPLICATION: (3 copies of each)**  
**(To be initialed by the Village)**

- \_\_\_\_\_ Written Statement of Proposal (Section 120-45.A of Local Zoning Law)
- \_\_\_\_\_ Site Plan/Survey prepared by a licensed design professional (scale 1":8') indicating:
  - \_\_\_\_\_ location and use of all existing and proposed structures (Section 120-45.C.1)
  - \_\_\_\_\_ height, dimensions and floor area (120-45.C.1)
  - \_\_\_\_\_ exterior entrances (120-45.C.1)
  - \_\_\_\_\_ fenestration (windows) (120-45.C.1)
  - \_\_\_\_\_ additions and alterations (120-45.C.1)
  - \_\_\_\_\_ present & proposed ways, sidewalks, walls, fences, landscaping (120-45.C.2)
  - \_\_\_\_\_ present & proposed off street parking, loading/unloading, driveways (120-45.C.3)
  - \_\_\_\_\_ screening of waste disposal (120-45.C.4)
  - \_\_\_\_\_ external lighting (120-45.C.5)
  - \_\_\_\_\_ utility systems (septic, water supply, telephone, cable and electric) (120-45.C.7)
  - \_\_\_\_\_ storm drainage (existing & proposed culverts, catch basins, hydrants) (120-45.C.8)
  - \_\_\_\_\_ water pollution and erosion prevention plans (120-45.C.9)
  - \_\_\_\_\_ landscaping showing pertinent natural features (outcrops, trees >4") (120-45.C.11)
  - \_\_\_\_\_ traffic flow within the site, curb cuts on site and within 100' of site (120-45.C.12)
  - \_\_\_\_\_ define & quantify each use within the site (no. of residents, employees, seating capacity, parking spaces (120-45.C.13)
- \_\_\_\_\_ Elevations for all exterior facades of each structure (scale 1/4 " : 1') (120-45.D)
- \_\_\_\_\_ Sign Proposal (120-17 and 120-45.C.6)
- \_\_\_\_\_ Vicinity Map (120-45.B)
- \_\_\_\_\_ Topographic Map (Existing & Proposed, 1' intervals) to include 100-year floodplain and soil removal or fill areas within 50' of the site (120-45.C.10)
- \_\_\_\_\_ SEQRA Form - short/long EAF or DEIS, as determined by the Planning Board
- \_\_\_\_\_ Fee (in accordance with fee schedule established by the Village Trustees). Site plan fees are currently outlined in Sec 120-60.

Please read carefully and sign:

I attest and swear that the information herewith, the evidence and all documents, maps and attachments presented, are true and accurate to the best of my knowledge.

I understand that the decisions of the Planning Board will be based upon the evidence presented in respect to the application, property, property locations, etc., and that such action as may be taken by the Village of Rhinebeck Planning Board shall be valid in the strictest compliance with all regulations applicable to the property and to any additional standards or restrictions that shall be established by the Planning Board.

Sign your full name: \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Check #: \_\_\_\_\_ Date Rec'd: \_\_\_\_\_ Rec'd By: \_\_\_\_\_