

DEPARTMENT OF LAND MANAGEMENT

PLANNING BOARD
116 Hampton Road
Southampton, NY 11968

Phone: (631) 287-5735
Fax: (631) 287-5706
www.southamptontownny.gov

TOWN OF SOUTHAMPTON



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TOWN SUPERVISOR

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PRE-SUBMISSION SITE PLAN APPLICATION

Prior to the submission of a site development plan described below, the applicant or his/her agent shall meet with the Planning Board. The purpose of such conference shall be to discuss proposed uses or development of the site and to allow the Planning Board to determine conformity with the provisions and intent of this chapter, including, but not limited to, a discussion and preliminary analysis pursuant to the State Environmental Quality Review Act (SEQRA). The public may listen, participate, and comment in said discussion during the pre-submission conference.

\$1,100.00 Appropriate Site Plan Pre-Submission Fee (See§ [330-184](#))

PLEASE SUBMIT 5 COPIES OF SITE PLANS.

Note: A minimum of 5 copies is required. Additional copies may be necessary

Application Name: _____

SCTM No.: _____

Property Address: _____

I. General Information

a) Applicant's Name: _____

Address: _____

Phone No.: _____

b) Name of Business (Existing or Proposed): _____

Address: _____

c) If the applicant is a corporation, give the name and title of the responsible Officer:

Name: _____

Title: _____

d) Landowner's Name: _____
Address: _____

e) Licensed Architect, Landscape Architect, Civil Engineer or Land Surveyor
Name: _____
License No: _____
Address: _____
Telephone: _____

f) If the applicant does not own the property, prepare the [Owner Endorsement Form](#) at the end of this packet establishing authorization of the applicant's proposed subdivision of his land.

g) All communications with regard to this application shall be addressed to the following person until further notice:
Name: _____
Address: _____
Phone No: _____

II. Proposed Site

a) General location of Property _____
of, _____, approx. _____
(street or road) (feet) (north/east/south/west)
of, _____, m. _____
(nearest interesting street) (hamlet)

b) Total area under consideration: _____ sq. ft. or _____ acres.

c) Zoning District(s): _____

d) Description of Project:

In the space below, please provide a description of the project, the proposed use and operation thereof, including a detailed explanation of the design concept, the objective of the project sponsor and how the project is or is not in compliance with the Town Code. Additional sheets may be added if necessary

