



# Town of New Windsor

## Office of the Planning Board

555 Union Avenue

New Windsor, New York 12553-6196

Telephone: (845) 563-4618

Fax: (845) 420-6384

### Planning Board Workshop Application

(Please Print Clearly)

FOR OFFICE USE ONLY:

Tracking # \_\_\_\_\_

In the best interest of the Applicant, it is necessary for the Planning Board Engineer to review and make recommendations to the Planning Board prior to the applicant's appearance before the Planning Board. Prior to formal submittal of an application to the Planning Board, the applicant, or representative for the applicant, must appear at a Planning Board workshop session. Workshop sessions are typically held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month. You will be scheduled for the next available day and time upon handing in this application.

Owner of Premises \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address \_\_\_\_\_ Email \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Project Description  
\_\_\_\_\_  
\_\_\_\_\_

Is property in a flood zone? Y \_\_\_\_\_ N \_\_\_\_\_

Tax Map Description: Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Residential Fee (Including Minor Subdivisions & Lot Line Changes) - \$100.00

Commercial Fee (Including Major Subdivisions) - \$250.00

**Cash or Check Only**

**\*\*Fees will cover up to two (2) meetings and are non-refundable. Any workshop meeting scheduled after your 2<sup>nd</sup> appearance will require an additional fee.**

Signature of Applicant \_\_\_\_\_

Signature of Owner \_\_\_\_\_

Scheduled Date \_\_\_\_\_

Scheduled Time \_\_\_\_\_