TOWN OF ROCHESTER PLANNING BOARD
ULSTER COUNTY, NEW YORK

APPLICATION REFERRALS

The Planning Board may be required by law to refer your application to outside agencies for review when specific conditions apply. The most common of these are detailed below. Additionally, the Planning Board may refer your application to interested and/or involved agencies for review, comment and/or further information on items particular to your application.

Town Planner or Engineer

In accordance with Chapter 140-63 of the Town of Rochester Code, any application received by the Town of Rochester Planning Board which meets or exceeds one or more of the following thresholds, as approved by the Town of Rochester Town Board on June 3, 2010, shall be referred for professional review and an escrow account established.

The Planning Board shall review applications and shall authorize professional referral by resolution. Optionally, an applicant may provide written request for expedited professional review referral prior to Planning Board determination but must first establish an escrow account and shall be responsible for any and all costs incurred due to this request.

Thresholds for Professional Review

- All Major Subdivision Applications.
- A Site Plan or Special Use Permit application which will result in the creation of 4000 sq. ft. or greater total building space either by new construction or expansion of existing structure.
- An application which will result in the creation or expansion of:
    - A public or private road or the extension of an existing public or private road. Shared driveways may be granted a waiver from this requirement, upon written request of an applicant and resolution of the Planning Board.
    - A central water or sewer system that services more than one lot.
    - An amenity which is to be used jointly by more than one lot including, but not limited to a well, septic system, utilities, or things of this nature.
    - Any type of publicly dedicated facility.
- An application which will require a NYSDEC Stormwater Pollution Prevention Plan (SWPPP) or will cause 1 acre or more of disturbance.
- An application which includes property in a certified State or Federal wetland or a designated FEMA Floodplain
- An application which results in a Type 1 SEQRA declaration.
- An application determined by the Planning Board, by majority vote, to require professional review due to special circumstances.

Ulster County Planning Board

In accordance with New York State General Municipal Law sections 239-m and 239-n, the Planning Board is required to refer your application to the Ulster County Planning Board for recommendations upon meeting certain thresholds as follows:

Within 500 feet of:

- the boundary of any city, village or town
- the boundary of any existing or proposed county or state park or any other recreation area
- the right-of-way of any existing or proposed county or state parkway, thruway, expressway, road or highway
- the existing or proposed right-of-way of any stream or drainage channel owned by the county or for which the county has established channel lines
- the existing or proposed boundary of any county or state owned land on which a public building or institution is situated
- the boundary of a farm operation located in an agricultural district, as defined by article 25-AA of the Agriculture and Markets law

In accordance with Ulster County Charter Sections C-51 A and B the Planning Board may be required to refer your application to the Ulster County Planning Board for recommendations.

Some examples of other Involved/Interested Agencies

(This list is not meant to be all-inclusive, but rather to illustrate the types of agencies which might be contacted for information and comment)

- Army Corps of Engineers
- NYS Dept. of Environmental Conservation (DEC)
- NYS Dept. of Transportation (NYSDOT)
- NYS Office of Parks, Recreation, and Historic Preservation
- Ulster County Board of Health
- Ulster County Dept. of Public Works
- Accord or Kerhonkson Fire District Chief
- Town of Rochester Highway Superintendant
- Town of Rochester Historic Preservation Committee
- Town of Rochester Environmental Conservation Commission