

Table 4: Full Statement Checklist for the UCPB

Submittal Materials	Referral by Type - X = Required								Notes
	Site Plan Review	Special Permit	Subdivision	Area Variance	Use Variance	Amend Zoning Statute	Amend Zoning Map	Other Special Authorization	
UCPB Referral Form	X	X	X	X	X	X	X	X	Filled Out for all referrals
Proposal Location Map	X	X	X	X	X	X*	X	X*	*If specifically geographically located
Action/Project Narrative	X	X	X	X	X	X	X	X	Applicant and Board's
SEQR Documentation	X	X	X	X	X	X	X	X	
Meeting Minutes	X	X	X	X	X	X	X	X	
Existing Conditions Plan	X	X	X	X	X				Include Surrounding area context
Proposed Site Layout	X	X		X	X				Include Surrounding area context
Lighting Plan	X	X							Photometrics and cut sheets
Grading/Clearing Plan	X	X							
Stormwater Plan	X	X							
Landscaping Plan	X	X							Location of, Schedule of Types, sizes
Utility Plan	X	X							
Circulation (Vehicles and Pedestrians) Plans	X	X							
Erosion and Sediment Control Plan	X	X							
Architectural Elevations, Simulations, or Renderings	X	X							Also Image file if available
Road Cross-Sections	X	X	X						
Master Signage Plan	X	X							Locations and architectural elevations
Traffic Generation	X	X							
Traffic Impact Study	X	X							
SWPPP	X	X							
Soils	X	X							
Photography	X	X							Existing conditions. Jpg and/or print
Correspondence	X	X	X	X	X	X	X	X	Local, and/or, Involved agencies
Consultant Notes	X	X	X	X	X	X	X	X	All planning, engineering or other consultant's notes and correspondence (municipality and applicant's)
Summary of Law additions, amendments, and deletions						X		X	