

Village of Montebello
Building & Zoning Department
One Montebello Road
Montebello, N.Y. 10901
(845) 368-2491* Fax (845) 368-2044

CHECKLIST FOR LAND DISTURBANCE APPLICATIONS
ENGINEERING REQUIREMENTS

ALL INGROUND SWIMMING POOLS REQUIRE A LAND DISTURBANCE PERMIT DUE TO FILLING AND GRADING OF THE LOT WITH EXCESS DIRT FROM THE POOL EXCAVATION.

THE INFORMATION AS LISTED BELOW SHOULD BE PROVIDED ON A PLOT PLAN TO SUPPORT AN APPLICATION. SUBMIT (3) COPIES OF THE PLOT PLAN.

1. PLOT PLANN WITH METES AND BOUNDS.
2. PLOT PLAN TO SHOW EXISTING AND PROPOSED IMPROVEMENTS.
3. ADDRESS
4. BLOCK AND LOT NUMBER
5. NORTH ARROW AND SCALE
6. DELINEATE LIMITS OF DISTURBANCE AND AREA TO BE DISTURBED (SF)
7. EXISTING AND PROPOSED SPOT GRADES WITHIN VICINITY OF WORK AS NECESSARY
8. EXISTING AND PROPOSED CONTOURS (2) WITHIN VICINITY OF WORK AS NECESSARY
9. PERTINENT UTILITIES
10. PROVIDE COLLECTION AND CONVEYANCE OF STORMWATER RUNOFF RESULTING FROM THE PROJECT. A SEEPAGE PIT MAY BE NECESSARY FOR ONSITE RETENTION.
11. EROSION CONTROL MEASURES AS NECESSARY SUCH AS WHEEL CLEANING BLANKET, SILT FENCE AND METHODS OF STABILIZATION
12. NUMBER OF TREES AND SIZE TO BE REMOVED AS PART OF IMPROVEMENTS.

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LAND DISTURBANCE PERMIT APPLICATION

APPLICANT INFORMATION

Applicant: _____

Street Address: _____

City: _____ State: _____

Telephone Number: _____

PROJECT LOCATION

Street Location: _____

Tax Map Section: _____ Lot: _____

If Applicable: Subdivision Name: _____

NATURE OF PROJECT

BRIEFLY DESCRIBE THE NATURE AND PURPOSE OF LAND DISTURBANCE:

Area to be disturbed (in square feet): _____

PROJECT PLANS

1. If project is a subdivision or site plan improvement whose soil erosion control plans have been reviewed and approved by the Planning Board and the Engineering Department, no additional plans need to be submitted.
2. If project is not part of a subdivision or site plan improvement, but requires a building permit, submit three (3) copies of plot plan showing erosion control measures to be utilized.
3. If project does not require a building permit, submit three (3) copies of a plot plan showing outline of property, area to be disturbed and erosion control measures to be utilized. If project is more involved, the engineering department may require more sophisticated drawings to be prepared and submitted for approval.

PERMIT FEE

\$200 per first 1,000 square foot of affected area
plus \$100 for each additional 1,000 square feet of affected area. Affected area will be
determined by the Village Engineer.

Minimum fee \$200

Amount of fee _____

The undersigned applicant agrees to abide by the conditions of this permit and the
provisions of the Code of The Village of Montebello, Local Laws Controlling Soil
Erosion and Sedimentation and the Removal of Topsoil in the Village of Montebello.

CORPORATE SEAL, IF APPLICABLE

COMPANY NAME, IF APPLICABLE

SIGNATURE OF HOMEOWNER

SIGNATURE OF APPLICANT

DATE

TITLE, IF APPLICABLE

CONDITION _____

APPROVED BY: _____

TITLE: _____

DATE: _____