



Town of Union Vale Planning Board  
249 Duncan Road  
Lagrangeville, NY 12570  
845-724-5600

## **Notice to All Planning Board Applicants:**

Effective immediately, no application will be accepted by the Planning Board Office unless all the below stated is included. Payment for application fees is due at the time of submission.

- ✓ Application Fee (see below schedule)

### **14 Complete Copies of:**

- ✓ Application (*signed and dated*)
- ✓ EAF (*Environmental Assessment Forms*)
- ✓ Copy of Deed of Property (*if applicable*)
- ✓ Maps / Drawings / Surveys (*signed by the engineer*)
- ✓ Letter of Consent (*if applicable*)
- ✓ Narrative (*if applicable*)
- ✓ Maps / Drawings / Site Plans (***three full-scale prints and 11 half-scale prints, signed by a Professional Engineer and/or Land Surveyor.***  
***and***
- ✓ Copy of Entire Submittal (application, EAF, MAPS, etc.) in a portable document format (PDF) file.

The Planning Board meets the **Third Wednesday** of each month. The deadline for submission is **21 days / three weeks prior** to the meeting date.

### **Planning Board Fees**

Lot Line Alterations	\$300.00*
Minor Subdivisions (1-4 lots)	\$300.00 * (+\$200 each new lot)
Special Use Permit	\$250.00*
SUP – Subdivision	\$250.00* (+\$100 per lot)
Site Plan Review	\$250.00*
Major Subdivisions (5+ lots)	
Sketch Plan Reviews	\$500.00*
Preliminary Approval	\$350.00* (+\$300 each new lot)
Final Approval	\$500.00* (+\$300 each new lot)

\*There may be other fees or reimbursable amounts related to the review of this Application due the Town of Union Vale.

If you have any questions, please call. The Planning Office is open Wednesday 9:00 – 2:00 pm (724-5600).