



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 1st and 3rd Wednesday 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 2nd appearance will require an additional fee.**

Signature of Applicant _____

Signature of Owner _____

Scheduled Date _____

Scheduled Time _____