



TOWN OF RIVERHEAD PLANNING BOARD

200 HOWELL AVENUE, RIVERHEAD, NEW YORK 11901-2596
(631) 727-3200, EXT. 267 & 207, FAX (631) 727-9101

Richard M. O'Dea, Chairman
Joseph H. Baier, Vice-Chair/Secretary

Lou Boschetti, Member

Ed Densieski, Member
Lyle Wells, Member

INSTRUCTIONS FOR FILING CHAPTER 12 APPLICATIONS

1. Fill out the application form fully using a typewriter or by printing neatly in blue or black ink. Be as clear and complete as possible.
2. Submit with the form, three copies of a stamped/sealed survey showing:
 - A. All dimensions of the subject lot locating any monument;
 - B. The locations and dimensions of all existing and proposed structures;
 - C. Utility pole numbers and Suffolk County tax map number;
 - D. Names of all adjoining property owners;
 - E. Location of the natural protective features as defined by Chapter 12 (beach, dune, bluff): including mean high water; seaward edge, crest and landward edge of dune; bluff toe, bluff crest and landward bluff limit, of any wetlands or water bodies on or abutting the site and any areas of significant vegetative cover;
 - F. Location and identification of any flood zone limits and of the mapped Coastal Erosion Hazard Area line.
3. Provide recent photos of the site, sufficient to illustrate the regulated area where the project is to be located. These should be dated, labeled with applicant name and indicate the location taken and direction of view. A Xerox of the project plans can be used as a photo key to show the last item.
4. If applicant is not the owner, submit authorization from the owner to act in his behalf.
5. Application fee (check or money order only) to be provided as follows:
 - A. Construction or placement of structures other than erosion control structures, docks, piers and wharves, one hundred dollars (\$100.00);
 - B. Excavation, grading, mining, dredging or filling of:
 - (1) 100 cubic yards or less, fifty dollars (\$50.00);
 - (2) 100-1,000 cubic yards, one hundred dollars (\$100.00);
 - (3) 1,001 cubic yards or greater, two hundred dollars (\$200.00);
 - C. Construction or modification of docks, piers or wharves:
 - (1) Fixed docks, one hundred dollars (\$100.00);
 - (2) Solid fill docks, two hundred dollars (\$200.00);
 - (3) Floating docks on piles or fixed dock, ramp and float combinations, one hundred dollars (\$100.00);
 - D. Construction or modification of erosion protection structures:
 - (1) Structures not exceeding 100 linear feet, one hundred dollars (\$100.00);
 - (2) Structures greater than 100 linear feet, two hundred dollars (\$200.00);
 - E. Appeal of permit denial, one hundred dollars (\$100.00);

F. Any project or activity not previously described, one hundred dollars (\$100.00).

6. Short Environmental Assessment Form (Part I only) filled out in the same manner as the application (see#1.).

7. Provide supplementary information as follows:

A. Generally for all areas, it must be demonstrated that any excavating, grading, mining or dredging will not diminish the erosion protection provided by that area. Any deposited material must be clean sand or gravel of an equivalent or slightly larger grain size. Active bird nesting and breeding areas shall not be disturbed unless approved by New York State Department of Environmental Conservation Fish and Wildlife staff;

B. Additionally. Construction, modification or restoration of an erosion control structure must be designed such:

(1) That the project is not likely to cause a measurable increase in erosion at the subject site or other locations;

(2) That adverse effects on natural protective features, existing erosion protection structures and natural resources are minimized and if possible avoided;

(3) That the structure is designed and constructed according to generally accepted engineering principles and has a likelihood of success in controlling long term erosion (30 years);

(4) And include a long term maintenance plan detailing the normal maintenance of degradable materials. A bond may be required to ensure compliance.

C. Plans for erosion control structures in both plan and cross section view should as appropriate, offer detail on all component dimensions and weights, on component placement and penetration relative to existing grades and must bear the original stamp or seal of a Professional Engineer licensed in New York State.

8. Applicants should consult Chapter 12 for detailed information on these requirements, on procedures and to determine prohibited activity in any given area.



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**APPLICATION FOR PERMIT PURSUANT TO
CHAPTER 12 OF THE RIVERHEAD TOWN CODE**

Please type or print clearly

Designated name of proposed development or property: _____

Applicant*:

Owner*(if different from applicant)

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Suffolk County Tax Map Number: 0600- _____ - _____ - _____

Type of construction or activity. (Describe in detail with dimensions, amounts of fill or dredging, etc.
Topographical survey is required. Attach additional sheets if necessary.)

Purpose of construction: _____

Proposed starting date: _____ Approximate completion date: _____

CERTIFICATION: I hereby affirm under penalty of perjury that information provided on this form is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law. As a condition to the issuance of a permit, the applicant accepts full legal responsibility for all damage, direct or indirect, of whatever nature, and by whomever suffered, arising out of the project described herein and agrees to indemnify and save harmless the Town from suits, actions damages and costs of every name and description resulting from the said project.

Date

Signature

Sworn to before me this _____ day

of _____, 20____

Notary Public

PROJECT I.D. NUMBER

SEQR

617.21
Appendix C

State Environmental Quality Review
SHORT ENVIRONMENTAL ASSESSMENT FORM
For UNLISTED ACTIONS Only

PART I – Project Information (To be complete by Applicant or Project sponsor)

1. Applicant / Sponsor

2. Project Name

[Empty box for Applicant / Sponsor and Project Name]

3. Project location: Municipality

County

[Empty box for Municipality and County]

4. Precise location (Street address and road intersections, prominent landmarks, etc. or provide map)

[Empty box for Precise location]

5. Is proposed action:

() NEW () EXPANSION () MODIFICATION / ALTERATION

6. Describe project briefly:

[Empty box for Describe project briefly]

7. Amount of land affected:

Initially:

acres ;

Ultimately:

acres

8. Will proposed action comply with existing or other existing land use restrictions: () YES () NO If No, describe briefly:

[Empty box for Will proposed action comply with existing or other existing land use restrictions]

9. What is present land use in vicinity of project: (describe):

() Residential () Industrial () Commercial () Agricultural () Park/Forest/Open Space () Other

10. Does action involve a permit approval or funding, now or ultimately from any other Governmental agency,(Federal, State or Local) ?

() YES () NO If Yes, list agency(s) and permit/approvals:

[Empty box for Does action involve a permit approval or funding]

11. Does any aspect of the action have a currently valid permit or approval?

() YES () NO If Yes, list agency(s) and permit/approvals:

[Empty box for Does any aspect of the action have a currently valid permit or approval?]

12. As a result of proposed action, will existing permit/approval require modification?

() YES () NO If Yes, list agency(s) and permit/approvals:

[Empty box for As a result of proposed action, will existing permit/approval require modification?]

I certify that the information provided above is true to the best of my knowledge

Applicant / Sponsor Name: _____ Date: _____

Signature: