

**TOWN OF ANCRAM**  
**PLANNING BOARD**

1416 County Route 7  
Ancram, NY 12502  
Telephone (518) 329-6512 ext. 205  
[planningboard@ancramny.org](mailto:planningboard@ancramny.org)

**ABBREVIATED SITE PLAN REVIEW (ASPR) APPLICATION**  
**7 Paper Copies and a Digital Submission of the Sketch Plan Required to be Submitted to**  
**Building Inspector. See Zoning Article VII (G)**

**All Materials and Fee Must Be Submitted 10 Days Prior to Planning Board Meeting in**  
**Order to be Placed on the Agenda**

Date \_\_\_\_\_ Application No. \_\_\_\_\_

Type Of ASPR Application (Circle One):

Single      Two Family Use      Agricultural Buildings      Ag-Tourism/Certain Ag Uses

Applicant/Property Owner: \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_ Telephone \_\_\_\_\_

Email \_\_\_\_\_

Represented By (If Applicable) \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

1. Location Of Property \_\_\_\_\_
2. Zoning District \_\_\_\_\_
3. Tax Map Parcel No. \_\_\_\_\_
4. Zoning District \_\_\_\_\_
5. Overlay District \_\_\_\_\_
6. Is Parcel In A New York State Agricultural District? (Y/N) \_\_\_\_\_
7. Will More Than One Acre Be Disturbed? (Y/N) \_\_\_\_\_
8. Is A Structure Or Property Listed On The Historic Register? (Y/N) \_\_\_\_\_
9. What Is The Likely Total Area Of Disturbance (Structure, Driveway, Septic System, Etc.)? \_\_\_\_\_
10. Describe Slopes On The Parcel:

11. Describe Soils On The Parcel:

12. Use The Hudson Valley Natural Resource Mapper And The NYS DEC Resource Mapper To Learn More About Natural Resources On Your Parcel. See:

(<https://www.dec.ny.gov/lands/112137.html> and  
<https://www.dec.ny.gov/animals/38801.html>)

Describe Resources on Property Found:

**The following Information Is To Be Submitted:**

- Fee for ASPR Application.
- Maps showing natural features on the site including wetlands and floodplains. Maps printed in Town Comprehensive Plan, Natural Resource Inventory, Agricultural and Farmland Protection Plan and NYS DEC maps are acceptable for submittals. No survey is required.
- **Single Family and Two-Family ASPR Submittals** Shall Include a Narrative and **Rough Sketch** Showing:
  - The locations and dimensions of building envelope (for principal and accessory structures, driveways, curb cut).
  - Description and map showing general conditions on site.
  - Anticipated changes in existing topography, natural features, wetlands, streams, flood hazards, and slopes > 15%.
  - Footprint of proposed dwelling drawn to scale and distance from this to property lines.
  - Setbacks showing compliance with district requirements.
  - Percent of total lot area to be covered in impermeable surfaces (house, driveway, etc.)
  - Location of proposed water well, septic tank and leach field(s).
  - Identification if a farm operation is taking place within 500' of parcel. If so, then an Agricultural Data Statement needs to be completed.
  - If more than one acre of land is being disturbed, a Stormwater Pollution Prevention Plan and NYS SPDES permit to control runoff and erosion.
  - Area map showing general location of parcel.
  - If in the Ridgeline/Steep Slope Overlay District, a map showing location of parcel in relation to the steep slopes on site.
  - If the structure is listed on the Historic Register, a description of the historical structure.
  - Deeds showing any easements or right-of-way(s) on parcel, if any.

○ **Agricultural Buildings, Agri-Tourism and Certain Agricultural Uses ASPR Submittals** Shall Include a Narrative and Rough Sketch Showing:

- Sketch of parcel o location map showing boundaries and dimensions of parcel
- Identify contiguous landowners, easements and known right-of-way(s) and structures on and immediately off site.
- If farmworker housing, subdivision sketch plan (see Subdivision Regulations Article V, Section 1)
- Existing features of site including land and water areas
- For agri-tourism operation, proposed location and arrangements of buildings, ingress/egress, traffic circulation and signs.
- Proposed location of pasture, livestock containment areas, manure or composting sites on the parcel.
- Sketch of proposed buildings, structures, signs, exterior dimensions, elevations of front, side and rear views.
- Narrative of farm and agri-tourism operation and proposed changes to existing topography or natural resources

Applicant's Signature\_\_\_\_\_

Date\_\_\_\_\_

Owner's Signature\_\_\_\_\_

Date\_\_\_\_\_

Submit to  
Planning Board Clerk  
  
1416 County Route 7  
Ancram, NY 12502  
Telephone (518) 329-6512 ext. 205  
[planningboard@ancramny.org](mailto:planningboard@ancramny.org)