

**TOWN OF CAMILLUS**  
**APPLICATION FOR TEMPORARY SITE PLAN APPROVAL**

Tax Map Number: \_\_\_\_\_ Property Zoning: \_\_\_\_\_

Property Location: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**REQUIREMENTS:**                    Check yes/no to indicate information included with application. In general, all information is required.

I.        Scaled sketch of the property including the following:

- | YES | NO  |  |
|-----|-----|--|
| [ ] | [ ] | a)      Direction and distance to nearest intersection.  |
| [ ] | [ ] | b)      Property lines.  |
| [ ] | [ ] | c)      Center line and edge of pavement.  |
| [ ] | [ ] | d)      Street right of way.   |
| [ ] | [ ] | e)      Use and ownership of all adjacent properties.  |
| [ ] | [ ] | f)      Dimensions and locations of all structures existing on the site.   |
| [ ] | [ ] | g)      Dimensions of temporary structures to be added or modified including distances from front, side and rear property lines. |
| [ ] | [ ] | h)      Parking space plan with dimensions.  |
| [ ] | [ ] | i)      Any outside storage.   |
| [ ] | [ ] | j)      Proposed temporary signage.  |
| [ ] | [ ] | k)      Location of any outside trash receptacles: including recycling containers.   |
| [ ] | [ ] | l)      Location of any outside equipment including generators, HVAV and the like.   |
| [ ] | [ ] | m)      Location of fire hydrants on site, or if none on site, a note including location of closest fire hydrant.                |
| [ ] | [ ] | n)      Location of curb cuts, exits and entrances.  |

II. Briefly describe the temporary activity and its hours and days of operation:

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III. Describe the exterior appearance of any temporary structures to be placed on site:

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IV. GENERAL NOTES:

This form may be used for activities which are anticipated not to exceed thirty (30) days in duration.

**Please note:** Professional fees to be paid will be determined by the Planning Board at the first meeting at which your application is considered.

A. Submit ten (10) copies of all plans (with scale indicated), the application, Environmental Assessment forms, and disclosure affidavit. If the plans are available in PDF format, please email them to the clerk @ [smsheff@townofcamillus.com](mailto:smsheff@townofcamillus.com) or submit in a CD-ROM in addition to the hard copies.

B. Fee is \$50.00 - Payable to Camillus Planning Board.

V. I have read the attached list of items to be included with this application and to the best of my knowledge this application is accurate. If I am not the property owner, the property owner has authorized me to make this application, which is indicated by the signature below.

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Date

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Signature of Applicant

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Signature of Owner