



TOWN OF OSSINING
BUILDING & PLANNING DEPARTMENT
101 ROUTE 9A, P.O. Box 1166
OSSINING, N. Y. 10562

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PLANNING BOARD APPLICATION SUBMISSION
AND AGENDA POLICIES

A pre-planning review fee of \$350.00 is required, payable to the Town of Ossining, if you would like to discuss your application with the Planning Board Chairman, Town Engineer and Town Planner before being placed on the agenda.

Please review the application materials carefully and understand that payment of all fees associated with your application is imperative.

Application materials to be discussed at a Planning Board meeting must be submitted to the Building & Planning Department according to the attached schedule which establishes the submission date deadlines for the respective Planning Board meetings during 2008. You will not appear on the Planning Board agenda if you have failed to submit or apply by the deadlines.

Further, projects will no longer be automatically carried over from Planning Board meeting to Planning Board meeting. Applicants must request to be placed on an upcoming agenda no later than the submission date deadlines on the attached schedule.

Inquires regarding the above policies should be directed to Sandy Anelli at (914)762-8419 at the Building & Planning Department.

George A. Weeks, Chairman
Town of Ossining Planning Board