



# Town of Poughkeepsie

## Planning & Zoning

1 Overocker Road  
Poughkeepsie, NY 12603

845-485-3657 Phone  
845-486-7885/790-4772 Fax

### Town of Poughkeepsie Planning Board Signature Blocks

1. For Site Plan, Land Contour, Aquatic Resource Protection, Erosion and Sediment Control, and Floodplain Development applications place the following owner endorsement signature block on the plan:

TOWN OF POUGHKEEPSIE PLANNING BOARD  
OWNER / APPLICANT SIGNATURES

The undersigned applicant(s) for the property and the undersigned owner(s) of the property shown herein certify that they are familiar with this map and its notes and its contents as stated hereon including all conditions of approval. The applicant and the owner understand their obligation to the Town to keep the premises as per plan approval by the Planning Board until a new or revised plan for development or use of the site is approved by the Planning Board. The applicant and the owner understand their obligation to the Town not to occupy the premises before a Certificate of Occupancy is issued by the Town for the occupancy as approved hereon.

\_\_\_\_\_

Owner

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant

\_\_\_\_\_

Date

2. For Site Plan, Land Contour, Aquatic Resource Protection, Erosion and Sediment Control, and Floodplain Development applications place the following signature block on the proposed plan:

TOWN OF POUGHKEEPSIE PLANNING BOARD  
PLAN APPROVAL

The plan of development for the property as depicted hereon was approved by a majority of the members of the Town of Poughkeepsie Planning Board at a meeting held on \_\_\_\_\_, and the conditions of Site Plan Approval have been satisfied or arrangements have been made to ensure the completion of any outstanding or incomplete conditions.

\_\_\_\_\_

Chairman

\_\_\_\_\_

Date

3. For Subdivision and Lot Line Revision applications place the following owner endorsement signature block on the plan:

TOWN OF POUGHKEEPSIE PLANNING BOARD  
OWNER / APPLICANT SIGNATURES

The undersigned applicant for the property and the undersigned owner of the property shown herein certify that they are familiar with this map and its notes and its contents as stated hereon including all conditions of approval. The applicant and the owner understand their obligation to the Town to comply with all conditions of subdivision approval and consent to the filing of this map in the Office of the Dutchess County Clerk.

\_\_\_\_\_

Owner

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant

\_\_\_\_\_

Date

4. For Subdivision Applications place the following signature block on the plan:

TOWN OF POUGHKEEPSIE PLANNING BOARD  
SUBDIVISION APPROVAL

The plan of development for the property as depicted hereon was approved by a majority of the members of the Town of Poughkeepsie Planning Board at a meeting held on \_\_\_\_\_, and after a public hearing held on \_\_\_\_\_. By signature of the Chairman as set forth below, the Planning Board certifies that the requirements of Section 276 of the Town Law and the requirements of Chapter 177 of the Town of Poughkeepsie Code have been met and the conditions of Subdivision Approval have been satisfied or arrangements have been made to ensure the completion of any outstanding or incomplete conditions.

\_\_\_\_\_

Chairman

\_\_\_\_\_

Date

5. For Lot Line Revision Applications place the following signature block on the plan:

TOWN OF POUGHKEEPSIE PLANNING BOARD  
LOT LINE REVISION APPROVAL

The plan of development for the property as depicted hereon was approved by a majority of the members of the Town of Poughkeepsie Planning Board at a meeting held on \_\_\_\_\_.

\_\_\_\_\_

Chairman

\_\_\_\_\_

Date

6. For all Subdivision, Site Plan, Land Contour, Aquatic Resource Protection, and Floodplain Development approvals. (Non-applicable signatures will be indicated by the Planning Department.)

TOWN OF POUGHKEEPSIE DEPARTMENTAL SIGNATURES (Required Before Chairman's Signature)	
_____ Planning Department	_____ Date
_____ Building Department	_____ Date
_____ Fire Department	_____ Date
_____ Water Department	_____ Date
_____ Sewer Department	_____ Date
_____ Zoning Administrator	_____ Date
_____ Engineering Department	_____ Date