



PLANNING DEPARTMENT  
**VILLAGE OF JOHNSON CITY**

MUNICIPAL BUILDING  
243 MAIN STREET • JOHNSON CITY, NY 13790

PHONE: (607) 797-9098  
FAX: (607) 798-9553  
WEBSITE: [VillageofJC.com](http://VillageofJC.com)

### **SITE PLAN REVIEW**

Section 300-63.2 of the Village of Johnson City Zoning Code states that no construction or site improvement work may commence until site plan approval, where required, has been granted. Site plan review and approval is required in accordance with the procedures of Article 63 for all new buildings and uses and expansions of existing buildings as defined in the Zoning Code. Site Plan Review **shall not be required** for the following:

1. Maintenance of existing sign structures in all districts and the placement of signs in all districts; and
2. Placement of a mobile home or manufactured home on a single lot or in an approved mobile home or manufactured home park.
3. Single and two-family residential uses.

The application for site plan review is available from the Planning Department located in the Johnson City Village Hall, 243 Main Street, Johnson City, New York. A narrative of the proposed erection or alteration must include the following information:

1. Business use
2. Parking, hours, number of employees, service/merchandise and volume of business, amounts of traffic, any pertinent information pertaining to the application
3. Residential use
4. Brief description of alteration(s) or erection(s)

The application must be submitted with a site plan of the lot on which the building will take place. A final site plan for any land use or activity requiring site plan review and approval shall be prepared and submitted to the Planning Department. Such final site plan shall contain the following information, as applicable:

1. Location name and address of owner, name of designer (if any) of the proposed development.
2. Identification map showing the location of the site within the Town or Villages.
3. Scale, north arrow, and date.
4. Present zoning district in which the site is located.
5. Location of the site in relation to all abutting properties and streets, and showing existing property lines, rights-of-way, and easements.
6. Existing and proposed buildings structures and land uses.
7. A proposed layout of streets and other vehicular circulation facilities including the location and width of driveways and type of curbing on site, loading and maneuvering areas, and ingress and egress to existing and prospective streets and highways.
8. Projected number of seating or employees, if needed, to determine the number of parking spaces.
9. Any wetlands and/or floodable area included in the one hundred year floodplain.

10. A topographic survey extending fifty feet beyond the property line may be required.
11. A storm drainage and grading plan showing the collection and disposal of stormwaters, or, if applicable, a stormwater pollution prevention plan consistent with the requirements of Article I and Article II of the Erosion and Sediment Control Law of the Villages.
12. A plan showing proposed utilities and, if required, easements. If a private sewerage system is used, plans for the system shall bear the stamped approval of the Broome County Department of Health.
13. Existing major vegetation (trees and shrubs) and proposed landscaping treatment including species, location, and planting size and full-growth size.
14. Drawings or sketches which illustrate the height, bulk, and design characteristics of the proposed building, and indicate major materials to be used.
15. Location and type of exterior lighting, and location and dimension of exterior signs, including ground and wall signs.
16. Projected number of seating or employees, if needed, to determine the number of parking spaces.
17. Any other information required by the Planning Department to explain the proposal.
18. Application form, Project Narrative form, SEQR documentation.
19. Developer's Clause:

- a. On behalf of \_\_\_\_\_ (Developer-Applicant), we hereby certify and agree that the submitted plans meet all the requirements and specifications described in Article 63 (Site Plan), and any other applicable sections of the Village of Johnson City Code. Notwithstanding any notes, provisions or specifications in the plans, we agree on behalf of the Developer-Applicant that Village of Johnson City Code specifications shall take precedence over any such notes, provisions or specifications which may be inconsistent with and/or not in conformance with the Village of Johnson City Code specifications. We further agree that in the event of any inconsistency or ambiguity between the notes, provisions or specifications on the final plans and the Village of Johnson City Code, that in all cases the Village of Johnson City Code specifications shall be controlling with respect to the work, materials or other requirements.

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Signature of Developer

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Signature of Developer's Engineer or Design Professional

20. Any of the above requirements may be waived by the Planning Department if conditions warrant.

The Planning Board shall deny an application on the basis of specific written findings directed to one or more of the following:

1. The application is incomplete in specified particulars or contains or reveals violations of this chapter or other applicable regulations which the applicant has, after written request, failed or refused to supply or correct.
2. The proposed site plan interferes unnecessarily, and in specified particulars, with easements, roadways, rail lines, utilities, and public or private rights-of-way.
3. The proposed site plan unnecessarily, and in specified particulars, destroys, damages, detrimentally modifies or interferes with the enjoyment of significant natural, topographic or physical features of the site.

4. The proposed structures unnecessarily, and in specified particulars, destroy, damage, detrimentally modify or interfere with the significant design features of the existing buildings and structures on the site.
5. The proposed structures or landscaping unnecessarily, and in specified particulars, bear a poor relationship to the existing physical development of the site or results in an overall development that compromises existing design, parking or landscaping elements.
6. The site design does not comply with ADA requirements.
7. The proposed site plan unnecessarily, and in specified particulars, is injurious or detrimental to the use and enjoyment of surrounding property.
8. There is inadequate infrastructure capacity to support the use or development.
9. The proposed site plan and associated improvements fail to mitigate the project's anticipated traffic impacts.
10. The proposed site plan fails to provide for adequate access for emergency vehicles.
11. The pedestrian and vehicular circulation elements unnecessarily, and in specified particulars, create hazards to safety on or off the site.
12. The proposed structure unnecessarily, and in specified particulars, is lacking amenity in relation to or are incompatible with, nearby structures and uses.
13. The proposed site plan unnecessarily, and in specified particulars, is lacking amenity in relation to, or incompatible with, nearby structures and uses.
14. The proposed site plan unnecessarily, and in specified particulars, creates drainage or erosion problems.
15. The proposed structures unnecessarily, and in specified particulars, are incompatible with or lacking in amenity in relation to existing uses on the site or existing building materials, roof shapes and fenestration on the site. .
16. The proposed site plan fails to contribute to existing pedestrian-oriented rights-of way and unnecessarily, and in specified particulars, is lacking in amenity in relation to the public realm and streetscape.
17. The proposed site plan detrimentally impacts the visual and physical access to and along the waterfront.

### **Application Fees**

1. Existing commercial, industrial or multiple-family structures - \$50.00
2. New commercial or industrial structure - one and one-half cent (\$0.015) per square foot or a minimum of \$100.00
3. New residential buildings - one cent (\$0.01) per square foot or a minimum of fifty dollars (\$50.00)
4. Minor site plan review - \$25.00