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Welcome to the Town of Wallkill Planning Board:

Scheduling a worksession with the Consulting Engineer.

A worksession can be scheduled to meet with our Consulting Engineer, Richard McGoey, by contacting Marylynn Hunt, Planning Board Secretary, by phone or email noted above. Worksessions are held twice a month and are approximately ½ hour appointments between the hours of 9:00 a.m. and 5:00 p.m.

At the time of your scheduled worksession please bring in the attached *[Applicant Information Sheet](#)* and the \$200.00 consulting fee. We ask that you bring 2 paper copies of your proposal to the meeting and email a PDF of your plan to the Planning Board Secretary before your scheduled appointment. A completed EAF should also be submitted at the worksession by going to: www.dec.ny.gov/eafmapper.

Please have the owners endorsement completed to submit at worksession.

Your proposal will be reviewed at your worksession appointment and placed on the next available Planning Board Agenda. Once the project has been placed on an agenda the full application and fees will need to be submitted.

If it is determined that the proposal can be administratively approved at the worksession An application fee of \$250.00 and a consulting fee of \$400.00 will be needed.

We look forward to working with you! Please feel free to contact this office with any questions and/or assistance you need during this process.

Thank you.

Gary Lake
Planning Board Chairman

**TOWN OF WALLKILL PLANNING BOARD
NEW APPLICANT DATA SHEET**

(TO BE COMPLETED AT APPLICANT'S 1ST WORKSESSION)

Task # _____ (to be assigned by P.B Secretary)

APPLICANT NAME

PROJECT NAME:

ADDRESS AND S-B-L OF SITE PLAN:

APPLICANT PHONE #

Name and mailing address of Person(s) responsible
for payment of fees to the Town of Wallkill:

ESCROW DUE AT WORKSESSION: \$200.00

Payable by Cash/Check/Money Order

DATE _____

EMAIL ADDRESS _____

OWNERS ENDORSEMENT

COUNTY OF ORANGE
STATE OF NEW YORK

_____ being duly sworn, deposes and
says that he/she resides at _____
in the County of _____ and State of _____ and that he is the
owner in fee or _____ of the _____
OFFICIAL TITLE
_____ Corporation which is the owner
in fee of the premises described in the foregoing application and that he has authorized
_____ to make the foregoing application for
approval as described herein.

Sworn before me this day of 200

NOTARY PUBLIC
