

VILLAGE OF OLD WESTBURY
PLANNING BOARD SUB-COMMITTEE
FOR ARCHITECTURAL REVIEW OF
STRUCTURES, ALTERATIONS OR HOMES WITH
20% INCREASE OF SURFACE AREA

Deadline for submission is 4:00 p.m. the second Thursday of each month.
Sub-Committee Meetings are held the morning of the third Thursday of each month.

The Sub- Committee is responsible for a change in the following:

Driveway
Fence
Landscape Change
Gates and or Piers
Roof Changes
Sports Courts
Solar Panels
Walls
Zoning Board directed applications
Existing Dwellings with more than 20% increase in volume or surface area
Side or Front Exterior changes including materials change, door and window changes

REQUIREMENTS:

Planning Board Sub-Committee Application fee of \$500.00 made payable to the Village of Old Westbury.

Color photos or renderings and sample boards to be used on structures.

Computer generated renderings are for additions or alterations

5 copies of elevations plans (1/4 inch) or modifications with basic dimensions, all with Licensed Architect's seal and signature.

If trees are to be removed or a change in landscaping is to be done, 5 computer generated copies (1 colorized and 4 black and white), of a signed and sealed Landscape Plan, prepared by a licensed NY State Landscape Architect must be submitted. All trees to be removed should be ribboned. Plan must show a calculated legend clarifying type of trees, removal caliper inches and replacement tree list, adjusted with the additional 10% caliper inches.

Copy of original certification letter stamped and sealed from the Village Engineer on all calculations submitted. If approval from Planning Board or Board of Appeals was required, a copy of the resolution from that board is required.

Stake out the lot with lath and colored ribbon outlining footprint of house and driveway. Provide elevation pole showing maximum building height and first floor elevation, for required "FIELD TRIP" visits.

PLANNING BOARD REVIEW
SUB-COMMITTEE APPLICATION

Owner's Name: _____

Address: _____

Owner's Contact Info: _____

Architect/Engineer: _____

Email Address: _____

Phone or Fax: _____

Proposed Plan: _____

Photos of Rendering or modification

Plans submitted

Sample sheet attached and signed

Have you been referred to by another Board? Which Board?

Please attach copy of resolution from Board Meeting.

OLD WESTBURY PLANNING BOARD SUB- COMMITTEE SAMPLE SHEET

Architect: _____ Address: _____

Tel: _____ Fax: _____ E-mail: _____

Property Owner and Address: _____

Catalogue cut sheets and manufacturer's names and styles are required for the following exterior finishes.

Piers/Gate/Wall _____

Fence _____

Sports Court _____

Roof _____

Exterior walls _____

Exterior Trim _____

Driveway, Patios & Paths _____

Stone _____

Solar Panels _____

Window and/or Trim _____

Front Door _____

Garage Doors _____

Columns or Railings _____

Gutter & Leaders _____

The above approved materials and styles are to be implemented. Any change or alteration without the Board's approval is subject to fines no less than \$500 or more than \$10,000 as per §174-17 Amendments and penalties for offenses.

County of Nassau:

: ss

State of New York

_____ being duly sworn deposes and say that he (she) is the person who signed the foregoing application; that he (she) is authorized by the to make said application and abide by the above that the statements set forth therein are true.

Subscribed and sworn before me this

_____ day of _____ 20_____

Homeowner Signature

Notary Public

Homeowner Address