

ZONING LOCAL LAW

TOWN OF CLERMONT

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Updated Zoning Law

TOWN OF CLERMONT, NEW YORK

ARTICLE I - GENERAL

1.0 - SCOPE

A Local Law regulating the location, design, construction, alteration, occupancy, and use of structure or buildings and the use of land in the Town of Clermont, New York, dividing the Town into districts.

1.1 - SHORT TITLE

These regulations shall be known as the Zoning Law of the Town of Clermont, hereinafter referred to as "Local Law".

1.2 - EFFECTIVE DATE

This Local Law shall take effect upon its filing in the office of the New York State Secretary of State.

1.3 - AUTHORITY

This Local Law is enacted by the Town Board of the Town of Clermont, New York pursuant to Chapter 62, Articles 9 and 16 of the Town Law and Article 2 of the Municipal Home Rule Law and all amendments thereto, and pursuant to all plans as well as the comprehensive plan as adopted by the Town Board. This Local Law is intended to amend and supersede the previous and existing Town of Clermont Zoning Local Law as of the effective date of this Law.

To the extent that any provisions of this Local Law are inconsistent with the Town Law of the State of New York, Chapter 62 of the Consolidated Laws, Article 16, Sections 261 through 268, 274-a and 281, the Town Board of the Town of Clermont hereby declares its intent to supersede those Sections of Town Law, pursuant to its home rule powers under Municipal Home Rule Law, Article 2, Section 10.

1.4 PURPOSES

This law is enacted to protect and promote the health, safety, general welfare, comfort, convenience, economy and aesthetics of the Town of Clermont for the following purposes:

- A. To promote the orderly physical development of the Town of Clermont;
- B. To conserve the natural and cultural resources and the rural character of the Town by encouraging development in the most appropriate locations and by strictly limiting building and land use in areas where it would conflict with the Town's character, pattern and scale of settlement;
- C. To minimize negative environmental impacts of development, especially in visually and environmentally sensitive areas such as the Roe Jan Kill corridor, the Hudson River shoreline and other stream corridors, scenic

view sheds, steep slopes, erodible soils, wetlands, floodplains, ground and surface water supplies, and active farmlands;

D. To preserve, protect and enhance the agricultural nature and viability of the Town and to avoid regulating agricultural uses in a manner that unreasonably restricts farm structure, farm operations or farming practices;

E. To encourage the most appropriate use of land and buildings in the community in order to enhance the pride in and value of property;

F. To integrate different housing types and different kinds of land uses in traditional hamlet centers in order to encourage social and economic interaction and activity;

G. To provide a range of affordable housing opportunities for all segments of the local population with due consideration for regional housing needs;

H. To protect residences, businesses and public places from nuisances, odors, noise, pollution, and other unsightly, obtrusive, and offensive land uses and activities;

I. To locate buildings and land uses in a manner that is convenient to residents and visitors, and provides freedom for landowners to make economic use of their land, provided that such uses are not harmful to neighboring properties or the environment or the economy;

J. To reduce traffic congestion by establishing a pattern of settlement and circulation that provides alternative routes of travel and alternative modes of transportation;

K. To encourage the conservation of energy and the appropriate use of solar or other renewable energy sources; and,

L. To regulate building density in order to concentrate population in appropriate locations while allowing reasonable privacy for residences, ensure access to light and air, conserve open space, facilitate the prevention and fighting of fires, minimize the cost of municipal services, and accomplish all other purposes of this Law.

1.5 - INTERPRETATION OF PROVISIONS

All provisions of this Local Law shall be construed broadly to fulfill the purposes stated above. Whenever the provisions of this Law are at variance with the requirements of other lawfully adopted rules, regulations, or local laws, the rule, regulation or local law with the most restrictive provisions or that impose the higher standards shall govern.

1.6 - PLANNING BOARD

A. GENERAL PROVISIONS

Pursuant to New York State Town Law Section 271, the Town of Clermont has created a Planning Board with all the powers and to perform all the

duties prescribed by New York State statute and by this Local Law including the review and approval or denial of site plans and land subdivisions.

1. The Town Board shall appoint a Planning Board consisting of seven (7) members, shall designate its chair and deputy chair and may also provide for compensation to be paid to said members, experts, clerks and a secretary and provide for such other expenses as may be necessary and proper, not exceeding in all the appropriations that may be made by the Town Board for such Planning Board. No member of the Town Board or Zoning Board of Appeals and no Town employee shall be eligible for membership on such Planning Board.
2. Members shall serve terms of seven (7) years. Such terms shall expire at the end of the calendar year. Any current members with terms that do not expire at the end of the calendar years shall serve until the end of the calendar year in which their terms are due to expire. At the expiration of any member term, such member may be reappointed or a new member may be appointed to a term which shall be equal to the number of members on the board.
3. The Town Board shall have the power to remove any member of the Planning Board for cause and after a public hearing. Such cause may include failure of a member to gain a minimum level of training or minimum meeting attendance as established by the Town Board. If a vacancy occurs for any reason other than expiration of the term, the vacancy may be filled by the Town Board for the period of the unexpired term.
4. The Town Board may designate an alternate member to substitute for a member when such member is unable to participate on an application or matter before the Planning Board. Such alternate member shall have all the powers and responsibilities of a Board member for the term defined by the Board.
5. The Town Board may include on the planning board one or more members each of who derives ten thousand dollars or more annual gross income from agricultural pursuits in the Town.
6. The Town Board may compensate members of the Planning Board on a per meeting basis at a rate to be established by the Town Board.

B. CONDUCT OF BUSINESS

1. The Planning Board shall follow all rules, procedures and forms established by the Town in order to fulfill its responsibilities under this Law.

2. All meetings of the Planning Board shall be held at the call of the Chair and at such other times as a majority of the Board may determine. All meetings of the Board shall be open to the public. Such chair, or in his or her absence, the acting Chair, may administer oaths and compel the attendance of witnesses. A concurring vote of a majority of all the members shall be necessary to take action on any matter before it.
3. The Planning Board shall keep minutes of its proceedings showing the vote of each member on every decision. If a member is absent or fails to vote, the minutes shall so indicate. Every decision or official action of the Planning Board shall be a public record and shall be filed in the office of the Town Clerk within five business days.
4. The Planning Board may review and make recommendations on a proposed comprehensive plan or amendment thereto. In addition the Planning Board shall have full power and authority to make investigations, maps, reports, and recommendations in connection with planning and development of the Town providing any expenditure does not exceed the appropriation provided.
5. The Planning Board shall have the authority to review and approve, approve with conditions, or deny all site plans and subdivisions and any other land use permits as provided by the authority of the Town Board.

1.7 - ZONING BOARD OF APPEALS

A. GENERAL PROVISIONS

Pursuant to New York State Town Law Section 267, the Town of Clermont has created a Zoning Board of Appeals with all the duties prescribed by New York State statute and by this Local Law including the review and approval or denial of special use permits, zoning variances, and appeals for interpretation of this Local Law.

1. The Town Board shall appoint a Board of Appeals consisting of five members, shall designate its chair and deputy chair and may also provide for compensation to be paid to said members, experts, clerks and a secretary and provide for such other expenses as may be necessary and proper, not exceeding in all the appropriations that may be made by the Town Board for such Board of Appeals. No member of the Town Board or Planning Board and no Town employee shall be eligible for membership on such Board of Appeals.
2. Members shall serve terms of five years. Such terms shall expire at the end of the calendar year. Any current members with terms that do not expire at the end of the calendar years shall serve until the end of the calendar year in which their terms are due to expire. At the expiration of any member term, such member may be reappointed or a new member may be appointed to a term which shall be equal to the number of members on the Board.

3. The Town Board shall have the power to remove any member of the Zoning Board of Appeals for cause and after a public hearing. Such cause may include failure of a member to gain a minimum level of training or minimum meeting attendance as established by the Town Board. If a vacancy occurs for any reason other than expiration of the term, the vacancy may be filled by the Town Board for the period of the unexpired term.
4. The Town Board may designate an alternate member to substitute for a member when such member is unable to participate on an application or matter before the Board. Such alternate member shall have all the powers and responsibilities of a Board member for the term defined by the Board.
5. The Town Board may compensate members of the Zoning Board of Appeals on a per meeting basis at a rate to be established by the Town Board.

B. CONDUCT OF BUSINESS

1. The Zoning Board of Appeals shall follow all rules, procedures and forms established by the Town in order to fulfill its responsibilities under this Law.
2. All meetings of the Zoning Board of Appeals shall be held at the call of the Chair and at such other times as a majority of the Board may determine. The Chair or in his or her absence, the acting Chair may administer oaths and compel the attendance of witnesses. All meetings of the Board shall be open to the public. A concurring vote of a majority of all the members shall be necessary to take action on any matter before it.
3. The Zoning Board of Appeals shall keep minutes of its proceedings showing the vote of each member on every decision. If a member is absent or fails to vote, the minutes shall so indicate. Every rule and regulation, every amendment or repeal thereof, and every order, requirement, decision, interpretation or determination of the Zoning Board of Appeals shall be a public record and shall be filed in the office of the Town Clerk within five business days.
4. The Zoning Board of Appeals shall decide upon any appeal within sixty-two days after conducting a properly noticed hearing. This time for a decision may be extended by mutual consent of the applicant and the board.

C. GENERAL POWERS & POWERS OF INTERPRETATION

1. The Zoning Board of Appeals shall perform all duties and powers prescribed by the Laws of New York State and by this Local Law in connection with appeals to review any order, requirement, decision, interpretation, or determination made

by an administrative official charged with the enforcement of this Local Law, generally the Zoning Officer or Building Inspector. An appeal may be taken by any person aggrieved or by any officer, department, board, or bureau of the Town. Such appeal must be taken within 60 days after the filing in the Town Clerk's office of such order, requirement, decision, interpretation or determination and such appeal must specify the grounds thereof and the relief sought.

2. The Zoning Board of Appeals may reverse or affirm, wholly or partly, or may modify the order, requirement, decision, interpretation or determination appealed from, and shall make such order, requirement, decision, interpretation, or determination as in its opinion ought to have been made in the matter by the Zoning Officer. In so doing, the Zoning Board of Appeals shall have all the powers of the administrative official from whose order, requirement, decision, interpretation, or determination the appeal is taken.
3. The Zoning Board of Appeals shall also perform duties and powers granted to it by Local Law adopted by the Town Board for reviewing and deciding Special Permit Uses.

D. APPEALS FOR VARIANCE

1. The Zoning Board of Appeals, on appeal from the decision or determination of the Zoning Officer, shall have the power to grant use and area variances as defined here.
2. The Zoning Board of Appeals, in granting a use or an area variance, shall grant the minimum variance that it shall deem necessary and adequate and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.
3. The Zoning Board of Appeals, in granting a use or an area variance, shall have the authority to impose such reasonable conditions and restrictions as are directly related to and incidental to the proposed use of the property. Such conditions shall be consistent with the intent and purpose of the zoning law and shall be imposed for the purpose of minimizing any adverse impact such variance may have on the neighborhood or community.
4. Use Variance. No use variance shall be granted by the Zoning Board of Appeals without a showing by the applicant that applicable zoning regulations and restrictions have caused unnecessary hardship. In order to prove such unnecessary hardship the applicant shall demonstrate to the Board of Appeals that for each and every permitted use under the zoning regulations for the particular district where the property is located,

- a. the applicant cannot realize a reasonable return, provided that lack of return is substantial as demonstrated by competent financial evidence.
 - b. that the alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood.
 - c. that the requested use variance, if granted, will not alter the essential character of the neighborhood; and,
 - d. that the alleged hardship has not been self-created.
5. Area Variance. In making a determination for an area variance, the Zoning Board of Appeals shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. In making such determination the board shall also consider:
- a. whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance;
 - b. whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance;
 - c. whether the requested area variance is substantial;
 - d. whether the proposed area variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood district; and,
 - e. whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the Zoning Board of Appeals, but shall not necessarily preclude the granting of the area variance.
 - f. Area variance: Timeframe for satisfaction for all requirements of municipal boards, and all involved county, state and federal agencies is one (1) year maximum after approval by governing board, unless extension is granted prior to expiration by the Zoning Board of Appeals.

1.8 - FEES

A fee for permit applications and services shall be charged. All fees shall be set by the Town Board and a fee schedule shall be available at the Town offices.

1.9 - SEVERABILITY

In the event any provision of this Local Law be declared by a court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of this Local Law as a whole, or any other part thereof, other than the part so declared to be unconstitutional or invalid.

1.10 - EFFECTIVE DATE

This Local Law shall take effect upon its filing in the office of the Secretary of State.

1.11 - SUNSET PROVISION

Subdivision approval: Timeframe for satisfaction for all requirements of municipal boards, and all involved county, state and federal agencies is five (5) years maximum after the filing of the map, unless extension is granted prior to expiration.

ARTICLE II - DEFINITIONS

For the purpose of the Local Law, certain terms or words used herein shall be interpreted as follows:

A. SCOPE AND MEANING OF CERTAIN WORDS AND TERMS

1. Unless the context clearly indicates the contrary, words used in the present tense include the future; the singular number includes the plural and the plural singular.
2. The word "PERSON" includes a profit or non-profit corporation, company, partnership or individual.
3. The word "SHALL" is mandatory; the word "MAY" is permissive.
4. The word "LOT" includes the word "PLOT" and the word "LAND".
5. The word "STRUCTURE" includes the word "BUILDING".
6. The word "USE" refers to any purpose for which a lot or land or part thereof is arranged, intended or designed to be used, occupied, maintained, made available or offered for use; and to any purpose for which a building or structure or part thereof is arranged, intended or designed to be used, occupied, intended, made available or offered for use, or erected, reconstructed, altered, enlarged, moved or rebuilt with the intention of design of using the same.
7. The word "USED" refers to the actual fact that a lot or land, building or structure, or part thereof, is being occupied or maintained for a particular use.

B. DEFINITIONS OF WORDS AND TERMS

ACCESSORY APARTMENT: A separate and complete dwelling unit that is incidental and subordinate to a single family dwelling unit and is located within the structure of that single family dwelling unit or within an existing, approved accessory structure on the same lot as that single family dwelling unit.

ACCESSORY USE OR STRUCTURE: A use or structure customarily incidental and subordinate to the principal use or structure and located on the same lot with such principal use or structure.

ADULT ENTERTAINMENT: Any use or substantial or significant part thereof in which is provided, in pursuance of a trade, calling, business or occupation, goods, including books, magazines, pictures, slides, film, phonographic records, prerecorded magnetic tape, digital and any other reading, viewing or listening matter, or services including activities, facilities, performances, exhibitions, viewings and encounters, the principal feature or characteristic of which is the nudity or partial nudity of any person, or in respect of which the word "nude", "naked", "topless", "bottomless" "sexy" or any other

word or picture, symbol or representation having like meaning or implication is used in any advertisement.

AGRICULTURE: Any activity connected with the raising of crops, livestock or production of livestock products, including but not limited to field crops, fruits, vegetables, horticultural specialties, livestock and livestock products, furs, maple sap, Christmas trees, agriculture products and woody bio-mass. This shall encompass any activity or use now permitted by law, engaged in by or on behalf of a farmer in connection with farming including, but not limited to; housing for farm workers; stables and other tourist activities; the collection, transportation, distribution and storage of animal and poultry waste; storage, transportation and use of equipment for tillage, planting, harvesting and marketing; transportation, storage and use of fertilizers and limes, and legally permitted insecticides, herbicides, and fungicides; construction of farm structures and facilities, including farm wineries and other on-farm processing; construction and maintenance of fences and other enclosures; and the use and/or maintenance of relaxed pastures, idle or fallow land woodland, wetland, farm ponds, farm roads and certain farm buildings and other structures related to the agriculture practices. Agriculture shall also include the processing and wholesale and retail marketing, including U-pick sales, of the agricultural output of the farm and related products that contribute to farm income, including the sale at the owner's farm stand of agricultural products so long as a substantial portion of the annual gross sales of the farm stand have been grown on said farm.

ANIMAL HOSPITAL: A place where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short term care incidental to hospital use. No outside kennels will be permitted.

AUCTION HALL: A structure in which public sales are held for items which are displayed and sold to the highest or best bidder.

BED AND BREAKFAST: A home occupation within a single family residence wherein rooms are rented and a single daily meal is served to overnight guests for commercial purposes.

BUILDING: Any structure for the shelter, support or enclosure of persons, animals, chattels or property of any kind.

CAMP AND CAMPGROUND: Use of a parcel of land for location of two or more tents, shelters, or other accommodations along with common and customary recreation, food service and administration facilities of a design and character suitable for seasonal or other more or less temporary purposes, including day camp or overnight camp, but not including a mobile or manufactured home park, hotel, motel, or resort.

CEMETERY: A place used for the internment of the dead subject to any specific conditions defined for cemeteries in Section 4.14 of this Local Law.

CHILD DAY CARE: A use where professional child day care services are offered and operated by an individual, organization or agency licensed by the New York State Department of Social Services or through other applicable State regulations. Such use must be a "day care home" where services may be provided as an accessory use within a residence for up to ten (10) children when no more than four (4) children are two (2) years of age or up to twelve (12) children all over the age of two (2) years old, or a "day care center" where services are provided as a primary use or as an accessory use to a residence for seven (7) or more children of any age for more than three (3) hours a day but less than twenty-four (24) hours a day.

CHURCH OR PLACE OF WORSHIP: A place used for regular public worship by members or representatives of a bona fide religious sect or organization as recognized by State law.

CLINIC: An establishment where patients are admitted for examinations and treatment by one or more physicians, dentists, psychologists or social workers and where patients are not usually lodged overnight.

CLUB: An organization catering exclusively to members and their guests, including premises and buildings for recreational or athletic purposes, which are not conducted primarily for gain, provided that there are not conducted any vending stands, merchandising or commercial activities except as required generally for the membership and purposes of the club.

CLUSTER DEVELOPMENT: A subdivision plat or plats where applicable bulk, setback or area requirements of the zoning code are modified to provide an alternative method for layout, configuration or design of lots, buildings, structures, roads, utility lines, other infrastructure, parks or landscaping in order to preserve natural or scenic qualities of open lands.

COLUMBIA COUNTY DEPARTMENT OF HEALTH: Board of Health approval is required on all minor and major subdivisions. Approval/signoff block shall be provided on all minor and major subdivision plats. Approval from the Columbia County Department of Health shall be applied for and granted prior to final signoff by Planning Board. (Reference Land Use Subdivision Regulations, Town of Clermont, Adopted May 1995, page 36 & 37, Article VI, sections 2 and 3.)

COMMERCIAL: The use of land, buildings or structures for the purpose of buying, selling or leasing commodities or services.

COMMERCIAL ANIMAL FARM: Land and buildings used to house, raise or confine animals for commercial training, handling or lodging purposes including a riding academy, livery, or boarding stable but not kennels.

COMMERCIAL RECREATION: A place designed for the conduct of sports, leisure time activities and other customary recreational activities including playgrounds, bowling, horseback riding, swimming pools and skating rinks. May include as accessory uses educational and instruction, retail sales and repair of equipment directly related to

the activities provided on site as well as food and beverage services for recreation users only.

COMMERCIAL VEHICLE: Any vehicle in excess of twenty (20) feet in length carrying a valid commercial New York State registration license plate, which is used for the transportation of persons, animals or goods, primarily for profit, or carries a permanently affixed business identification sign exceeding one (1) square foot in area; or any vehicle used for earthmoving or construction purposes.

CONDOMINIUM: A residential structure in which each individual dwelling unit is held in separate private ownership and all floor space, facilities and outdoor areas used in common by all residences are owned, administered and maintained by a corporation created pursuant to applicable State regulations and statutes.

CONFERENCE CENTER: An establishment used for the holding of conventions, seminars, workshops or similar activities, including dining and lodging facilities for the use of participants, as well as compatible accessory facilities such as recreation, administrative, maintenance, storage, and parking.

CONVENIENCE RETAIL: A facility involved with the retail sale of goods, personal services, or commodities, designed to promote the pleasant residential characteristics and shopping environment of a neighborhood and provide easily accessible stores and services within a given neighborhood.

COVERAGE: The percentage of a lot covered by the buildings and structures on that lot.

CUL-DE-SAC: Dead end streets shall not be created to provide access to residential lots except in situations where, in the view of the Planning Board, a through street cannot reasonably be provided due to the physical characteristics of the subdivision parcel and adjoining parcels or where a feasible planned connection to adjoining properties can be shown. Where a dead end street is authorized, either as a permanent dead-end-street or as a temporary dead-end street pending completion of a through road network, not more than twelve (12) residential lots may gain access from such dead-end street. Where needed or desirable, the Planning Board may require the reservation of an easement to provide for the continuation of the road and/or pedestrian traffic and utilities to the next street. (Reference Land Subdivision Regulations, Town of Clermont, Adopted May 1995 page 24, Article V, section 2, letter F.)

CULTURAL FACILITY: Any place designed or used primarily for the presentation to the general public of live theater, dance performances, musical concerts, cinema, lectures, exhibits or various art forms or exhibits of cultural, academic or scientific material specifically not including adult entertainment as defined elsewhere in this code.

DRIVEWAYS: Developer shall so design, layout and construct all driveways both within and without the limits of the rights-of-way without difficulty. Where a driveway is to be constructed as part of a new or recently developed subdivision, the driveway shall be constructed in full conformance with the approved subdivision plans upon obtaining a driveway permit from the Superintendent of Highways. For existing approved lots, or for improvements to any existing driveway, the driveway shall be constructed in accordance with these specifications. Any improvements such as regrading or paving of an existing driveway within the Town R-O-W shall also require a driveway permit. All new driveways or improvements to existing driveways which can be directly accessed from a State or County road shall require approval by the appropriate State or County agency prior to any construction or improvement. "Common Driveway" is a term employed to identify a like facility which provides shared access to a maximum of two (2) dwellings or commercial premises.

DWELLING, MULTI-FAMILY: A residential building designed for or occupied by three or more families, with the number of families in residence not exceeding the number of dwelling units provided.

DWELLING, SINGLE-FAMILY: A detached residential dwelling unit designed for and occupied by one family only.

DWELLING, TWO FAMILY: A detached residential building containing two dwelling units, designed for occupancy by not more than two families.

DWELLING UNIT: One room or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy (rental or lease), and physically separated from any other rooms or dwelling units which may be in the same structure, and containing independent cooking and sleeping facilities.

EATING AND DRINKING ESTABLISHMENT: A restaurant, luncheonette or cafe which serves meals and/or beverages which may or may not be alcoholic and also a bar or other retail establishment which serves alcoholic and non-alcoholic beverages with food. An eating and drinking establishment can include take out services but does not include drive-thru facilities.

EDUCATIONAL FACILITY: A place of instruction including public or private schools, colleges, universities, or institutes offering courses authorized by applicable State regulations. This may include playgrounds, recreation, administration, maintenance, and other common facilities customary to educational uses as well as accessory use residences for staff or students.

ESSENTIAL SERVICES: The erection, construction, alteration, or maintenance of structures, infrastructure, or other capital improvements by public utilities or municipal or other governmental agencies reasonably necessary for the furnishing of adequate services by such public utilities or municipal or other governmental agencies or for the specific use of the residents of the Town of Clermont and its public health, safety or general welfare.

FAMILY: One or more individuals occupying a dwelling unit and living as a single household unit.

FARM OPERATION: Any parcel of land used for gain in raising agricultural products, livestock, poultry or dairy products. It includes necessary farm structures within the prescribed limits and the storage of equipment used. It excludes riding academies, livery, boarding stables and kennels.

FARM STAND: The use of any building, land or part thereof for the sale of produce, or other related farm wares grown, produced or created on the premises, or within the local vicinity thereto.

FENCE: Any man-made structure over two (2) feet in height which is designed to limit access to, enclose or screen from view, any land.

FLAG LOT: Flag Lots are not encouraged, but may be approved as a part of a development if the following standards are met:

- (a) Flag lots shall have a minimum of (50) fifty feet of frontage on a road built to State, County, Town standards.
- (b) The acreage contained within the "flag" portion of the lot must meet the minimum lot size requirements without including the acreage contained within the "pole" area.
- (c) The length of the "pole" shall be reviewed and approved by the Planning Board.
- (d) Front setback requirements shall be counted only from the front edge of the "flag" portion without considering any of the "pole" area.
- (e) Side setback requirements shall be determined and set by the Planning Board when considering whether the "pole" area is likely to be used as a road through the property to access future development, other properties or other roads. These setback requirements shall be determined at the time of the creation of the proposed flag lot. Any requested changes to the approved set back requirements and/or road locations shall be reviewed and approved by the Planning Board prior to issuance of a building permit or additional construction.

FORESTRY: The use of land for the purpose of conservation and/or growing and cutting of trees for the purpose of producing commercial or non-commercial wood products such as timber or firewood.

FUNERAL HOME: A building used for the preparation of the deceased for burial and the display of the deceased and ceremonies connected therewith before burial or cremation.

GROUP HOME: A residence that houses no more than eight (8) unrelated individuals who live as a single housekeeping unit under a common housekeeping non-profit or government management, under a plan based on an intentionally structured relationship providing organization and stability for individuals consistent with New York State Department of Social Services or other applicable rules and regulations.

HOME OCCUPATION: Any occupation carried out within a residence that is customarily conducted within a dwelling or accessory structure by the residents thereof that is clearly secondary to the residential use, and that does not change the character of the premises as primarily a residence. A MINOR HOME OCCUPATION shall be conducted by only the family residing in the residence. A MAJOR HOME OCCUPATION shall be conducted by only the family residing in the residence as well as no more than three (3) other employees.

HOTEL: A facility offering transient lodging accommodations to the general public and providing additional services such as restaurants, meeting rooms and recreational facilities. It includes motels, inns, resorts and other commercial lodging.

KENNEL: The keeping, breeding, boarding or training of three or more dogs over six months of age for sale for which a fee is paid or charged.

LOT: A lot is a parcel of land occupied or intended to be occupied by a principal building or use and the accessory buildings or uses customarily incidental to it. A lot shall be of sufficient size to meet the minimum requirements for use, coverage, and area, and to provide such yards and other open spaces as herein required. Such lot shall have frontage on a public street. In no case of division or combination shall any residual lot or parcel be created which reduces the size of the lot so that it is below minimum requirements of this Local Law.

LOT COVERAGE: That portion of a lot covered by impervious surfaces through which water can not be absorbed including all buildings and all concrete, asphalt or similar surfaces used for parking, sidewalks, drives and roads.

LOT OF RECORD: A lot which is part of a subdivision recorded in the Office of the Columbia County Clerk, or a lot or parcel described by metes and bounds, the description of which has been so recorded.

MANUFACTURED HOME: A structure, transportable in two or more sections, that, in the traveling mode is (8) eight body feet (2.4m) or more in width and (40) forty body feet (12m) or more in length or, when erected on site, is 320 square feet (28.8m²) or more, that is built on a permanent chassis and provided with a permanent foundation and designed to be used as a dwelling, when connected to the required utilities, and that includes the plumbing, heating, air conditioning, and electrical systems contained therein. Every manufactured home shall have a manufacturer's label which certifies that, to the best of their knowledge and belief, the home is in full compliance with all applicable federal construction and safety standards. The term "manufactured" home shall not include any self-propelled recreational vehicles such as a motor home, motorized home or R.V.

MANUFACTURING/LIGHT INDUSTRY: The processing, fabrication, assembly and storage of materials when conducted without generation of excessive traffic or noise, odor, glare or other nuisances perceptible at the property line.

MEDICAL ESTABLISHMENT: A place where medical care is provided to persons on an in-patient or out-patient basis by one or more members of the medical profession, dentists, chiropractors, osteopaths, therapists, or other licensed professionals. It includes hospital, medical clinic, nursing home, or living care facility.

MANUFACTURED OR MOBILE HOME PARK: Any parcel of land which is planned and improved for the placement of two (2) or more manufactured or mobile homes which are used as single-family dwellings and for occupancy of more than ninety (90) consecutive days.

MINING: The extraction of overburden and minerals from the earth; the preparation and processing of minerals, including any activities or processes or part thereof for the extraction or removal of minerals from their original location and/or the preparation, washing, cleaning, crushing, stockpiling, or other processing of minerals at the mine location so as to make them suitable for commercial, industrial or construction use.

MODULAR HOME: A structure or components thereof designed for residential occupancy, constructed by a method or system whereby the structure or component is wholly or in substantial part manufactured in a manufacturing facility and is intended for permanent installation on a building site. Every modular home shall bear an insignia of approval issued by the New York State Secretary of State

MOTOR VEHICLE REPAIR, SALES, and OR SERVICE: A place authorized by applicable State regulations where new or used motor vehicles including recreational vehicles can be displayed, stored and maintained for commercial repair, sale or service.

NONCONFORMING-LOT: Any lot existing at the time of enactment of this Local Law which does not conform to the minimum size of the district or zone in which it is located.

NONCONFORMING STRUCTURE: Any lawfully existing structure which is in existence within a given zoning district on the effective date or any amendment thereto of this Local Law which is not in conformance with the dimensional regulations for that zoning district irrespective of the use to which it is put.

NONCONFORMING USE: Any lawfully existing use which is in existence within a given zoning district on the effective date of this Local Law or amendment thereto, but which is not an accessory, permissible or special permit use in that zoning district; or a use for which a variance has previously been granted.

NURSING HOME: An extended or intermediate care facility licensed or approved to provide full-time convalescent or chronic care to individuals who, by reason of advanced age chronic illness or infirmity, are unable to care for themselves.

NURSERY: Land or greenhouses used to raise flowers, shrubs and plants and related items for sale.

OFFICIAL TOWN MAP: Is designated by the Town Board.

OFFICE: A building or portion of a building wherein services are performed involving predominantly administrative, professional or clerical operations. This includes the office of a member of a recognized profession maintained for the conduct of that profession, such as doctor, dentist, lawyers, accountants, real estate, insurance, etc.

OPEN SPACE: Terrain left undeveloped (conservation areas) and essentially unaltered as in their natural state. It does not include sidewalks, driveways, patios, parking areas, etc., but does include wetlands, forest, pasture, etc.

PARKING SPACE, OFF-STREET: For the purpose of this Local Law, an off-street parking space shall consist of a space adequate for parking an automobile with room for opening doors on both sides together with properly related access to a public street or alley and maneuvering room. Required off-street parking areas for three or more automobiles shall be so designed, maintained and regulated that no parking or maneuvering incidental to parking shall be on any public street, way, alley and so that any automobile may be parked and unparked without moving another.

For purpose of rough computation, an off-street parking space and necessary access and maneuvering room may be estimated at three hundred (300) square feet, but off-street parking requirements will be considered to be fulfilled only when actual spaces meeting the requirements to the circumstances of the case, and in accordance with all Local Laws and regulations of the Town.

PERMANENT EASEMENT (FOR HIGHWAY PURPOSES): A permanent easement to be exercised in, on, and over the designated property for the purposes of constructing, reconstructing, maintaining and operating a Town Highway, together with such other facilities in connection therewith as deemed necessary by the Superintendent of Highways. Such easement shall be exercised in and to all that piece or parcel of so designated property. The easement boundary metes and bounds shall be placed on the plat of record and a written easement description shall be provided to the reviewing board. No such structures shall be placed or built within the limits of the permanent easement.

PERMITTED USE: A specific main use of a building, structure, lot or land, or part thereof, which this Local Law provides for in a particular district as a matter of right.

PERSONAL OR PROFESSIONAL SERVICES: Establishments primarily engaged in providing services, with accessory retail sales, for the care of a person or his or her apparel or as provided by one or more skilled, trained or licensed professionals offering advice, assistance or training to individuals.

PLANNED INDUSTRIAL DEVELOPMENT (PID): A type of planned unit development (PID) dedicated primarily to manufacturing and/or light industrial uses but may include other non-residential uses permitted or permitted by special permit use in the applicable zoning district which are secondary to and compatible with the primary use or manufacturing and/or light industrial

PLANNED UNIT DEVELOPMENT (PUD): A lot or contiguous lots upon which residential, commercial, cultural, manufacturing, recreational or other uses permitted or permitted by special permit use in the applicable zoning district or any combination thereof may be permitted in a flexible manner so as to achieve the goals of the Town comprehensive plan and the purposes of this Local Law.

PROHIBITED USE: - Any use, which is not listed as a PERMITTED, SPECIAL PERMIT, or ACCESSORY USE shall be considered a prohibited use.

RECREATIONAL FACILITIES: A place designed and equipped for the conduct of a sport, leisure time activities or other customary and usual recreational activities.

RESIDENCE ATTACHED OR ABOVE COMMERCIAL: A separate and complete dwelling unit that is incidental and subordinate to an existing, approved non-residential use and is located within the primary structure of that use. Where permitted, three or more such units on a single parcel of land shall require Planning Board site plan approval.

RETAIL/WHOLESALE STORE: A place where goods, wares, merchandise, substances, articles, or things are offered or kept for sale directly to the public or to businesses and institutions.

RETAIL/WHOLESALE GROUP: One or more attached retail/wholesale stores on a single lot.

RESEARCH/DEVELOPMENT FACILITY: A place used for scientific research, investigation, testing or experimentation but not for manufacturing or sale of products except as accessory to the research use.

RIGHT OF WAY (Town/County/State Public): A right of way shall be considered as twenty five (25) feet from property line to the center of a Town or County road and thirty five (35) feet from the center of a State road.

ROADS: Roads shall be constructed according to Town of Clermont Specifications, available from the Clermont Town Clerk.

SIGNS: Any display of lettering, numbering, logos, designs, colors, lights, or illumination visible to the public from outside of a building or from a public right-of-way, which either conveys a message to the public, or intends to advertise, direct, invite, announce or draw attention to, directly or indirectly, a use conducted, events, goods, product, services, or facilities available.

SIGN, OFF-SITE: A sign other than an on-site sign.

SIGN, ON-SITE: A sign relating in its subject matter to the premises on which it is located, or to products, accommodations, services, or activities on the premises. On-site does not include signs erected by the outdoor advertising industry in the conduct of the outdoor advertising business.

SITE PLAN: A rendering, drawing or sketch prepared to Town specifications and containing necessary elements as set in this code which shows the arrangement, layout and design of a proposed use of a single parcel of land.

SPECIAL PERMIT USE: A particular land use which is allowed subject to special requirements imposed by this Code to assure that the use is in harmony with and will not adversely affect the neighborhood. In Clermont a permit shall be approved prior to and in combination with site plan review. Timeframe for satisfaction for all requirements of municipal boards, and all involved County, State and Federal agencies is one (1) year maximum after approval by governing board, unless extension is granted prior to expiration.

STORAGE UNIT: A commercial structure used for the indoor storage of personal or commercial goods, equipment or supplies and/or used for the maintenance of such equipment.

STRUCTURE: Anything constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground. Among other things, structures include buildings, manufactured homes, walls, privacy fences over four (4) feet in height, billboards, poster panels, driveways, roads and swimming pools.

TOWNHOUSE: one family dwelling unit in a row of at least three (3) such units in which each has its own front and rear access to the outside, no unit is placed over another, and each unit is separated from another by one or more vertical, common fire-resistant walls.

TRAILER / TRAVEL TRAILER: A portable vehicular structure, mounted on wheels, of such size or weight as not to require special highway movement permits when drawn by a motor vehicle, primarily designed and constructed to provide temporary living quarters for recreational, camping or travel use. Any vehicle or structure designed and used for human living quarters, which meets all of the following qualifications:

- (a) Is not used as the permanent residence of the owner or occupant;

- (b) Is used for temporary living quarters by the owner or occupant while engaging in recreational or vacation activities;
- (c) Is towed or otherwise transported by its own or by other motor power on the public streets or highways incidental to such recreational or vacation activities.

TELECOMMUNICATION TOWER: A structure, including accessory buildings such as equipment sheds, on which transmitting and/or receiving antennae are located. Such antennae are a system of electrical conductors that transmit or receive radio frequency waves. Such waves shall include but not be limited to radio navigation, radio, television, wireless and microwave communication. The frequency of these waves generally ranges from 10 hertz to 300,000 megahertz.

TWO SINGLE FAMILY DWELLING UNITS ON A SINGLE LOT:

This Local Law generally does not permit more than one residence on the same lot. However, where there is proposed to be more than one residence on a single lot, such additional residence may be allowed in a situation where the second residence shall be located on the lot in a manner so that all of the minimum area requirements governing the location for each residence are met. Specifically, the residence shall be located so that, in the event of future subdivision of the property, all of the dimensional requirements set forth in the subdivision regulations will be met by each residence.

VARIANCE, USE: Shall mean the authorization consistent with New York State Town Law Section 267-b and by the Zoning Board of Appeals for the use of land for a purpose which is otherwise not allowed or is prohibited by the applicable zoning regulations.

VARIANCE, AREA: Shall mean the authorization consistent with New York State Town Law Section 267-b and by the Zoning Board of Appeals for the use of land in a manner which is not allowed by the dimensional or physical requirements of the applicable zoning regulations.

WAREHOUSE: A building used primarily for the storage of goods and materials.

YARD, FRONT: An open space extending across the entire width of the lot between the front building line or a line through the front main wall of a building and the front property line (street or road right of way line). In the case of a corner lot, both yards abutting streets will be considered front yards.

YARD, REAR: An open space on the same lot with a building situated between the nearest roofed portion of the main building or buildings and the rear lot line, and extending from side lot line to side lot line.

YARD, REQUIRED: That portion of the open area or a lot extending open and unobstructed from the ground upward, along a lot line for a depth and width as specified by the bulk regulations of the district in

which the lot is located. No part of such yard shall be included as part of a yard or other open space similarly required for buildings on another lot.

YARD, SIDE: An open space on the same lot with a building situated between the building and the side lot line of the lot, and extending through the front yard (or from the front lot line where no front yard exists), to the rear yard (or to the rear lot line where no rear yard exists).

ARTICLE III - ESTABLISHMENT OF DISTRICTS

3.10 DISTRICTS

In order to carry out the purpose of this Local Law described in Article I, the Town of Clermont is divided into zoning districts as shown on a map entitled "Zoning Map Town of Clermont" and as defined in this section. Land uses permitted or permitted as special uses in each and every district are attached in a schedule of uses herein (see Article 3.21 and are subject to the Density Control Schedule (see Article 3.22. Definitions for such uses are found in Article II of this Law.

3.11 RESIDENTIAL AGRICULTURAL (RA)

The Residential-Agricultural district contains the majority of prime farms and farmlands in Clermont which require protection against incompatible uses which might destroy the favorable agricultural community. The principal permitted uses are farming, related agricultural activities and a low density of residential use. Other types of uses are permitted only in special instances where they cannot interfere with the agricultural activities or where they cannot be better accommodated in other areas of the Town.

3.12 LOW DENSITY RESIDENTIAL (LDR)

These are the areas that should have a low intensity of use, with a recommended residential density of one family per five (5) acres. The criteria used in selecting the land areas to be devoted to this district are the lack of roads or road networks within the area; the topography of the land, whether steep or swampy; the availability or unsuitability of the land for sewage drainage fields, and the remoteness of the land from population concentrations.

3.13 HAMLET (H)

This is to provide areas in or adjacent to the existing hamlets with a density of family living and businesses that are normally found in small towns. The density allowed is based on the availability of off-site water and/or sewage.

The intent of this district is to retain the hamlet character while permitting diversified residential and commercial development. This district is designed to encourage the adaptive re-use of existing buildings and the construction of new buildings that are in scale

with and compatible with the existing buildings in the community. Permitted principal uses include one and two family dwellings, professional offices, retail stores, churches, medical clinic or doctor's offices, bank, etc.

3.14 FLOOD AREA OVERZONE (FAO)

This area describes the land within the Town adjoining a river, stream, watercourse, or lake that is subject to periodic flooding, as defined by the Federal Flood Insurance Administration. The purpose of the FAO is to protect the health, safety and welfare of the inhabitants of the Town of Clermont from the hazards due to periodic flooding including the protection of persons and property, the preservation of water quality, and the minimizing of expenditures for, insurance and flood control projects.

The Flood Area Overzone is designed to be "superimposed" on the other zoning districts. The dimensional requirements and the use regulations of each of these districts would pertain to those areas overlapped by the FAO.

3.15 ROE JAN CORRIDOR (RJC)

This area has been designed to protect one of Clermont's greatest natural resources. This district runs the length of the Roe Jan Kill within the boundaries of the Town and extends five hundred (500) feet from the creek bank. It is limited primarily to single-family residential building and certain commercial uses only when complementary to the unique resource values of this district. All such uses are on lots with a minimum of five (5) acres and a minimum of four hundred fifty (450) feet of stream frontage.

3.16 PLANNED INDUSTRIAL DISTRICT (PID)

This district provides for the establishment of a planned and landscaped mercantile and/or manufacturing area in the form of a floating zone. In the Town of Clermont, any such district shall be a minimum of nine (9) acres, and shall be situated along public streets or roads; the PID shall be designed and planned as a harmonious unit. The specific location and boundaries shall be determined by amendment to the zoning map by the Town Board, in accordance with the requirements and procedures set forth in this Article.

3.17 RESIDENTIAL/LIMITED BUSINESS (RLB)

This area provides for a combination of residential and limited business uses and connects the hamlet areas, with a recommended density of one (1) acre. The criteria used in establishing this area is the close proximity to the hamlet areas and/or urban centers, the availability of adequate roadways to handle the anticipated traffic of these business uses.

3.18 RESIDENTIAL/LIMITED BUSINESS (3 ACRES)(RLB/3)

This area, similar in design to the RLB shall run the full length of Route 9G, and have a boundary on the LDR and RA areas east and west. The recommended density of this area is three (3) acres due to the

topographical design, soil types and drainage abilities of the area.

3.19 ZONING MAP

The districts mentioned in Section 3.10 are bound as shown on a map entitled "Zoning Map Town of Clermont", adopted by the Town Board and certified by the Town Clerk and which, with all explanatory matter thereon, is hereby made a part of this Local Law.

3.20 INTERPRETATION OF DISTRICT BOUNDARIES

Where uncertainty exists with respect to the boundaries of any of the previously mentioned districts as shown on the zoning map, the Zoning Board of Appeals shall decide. The following guidance is provided:

1. Where district boundaries are indicated as approximately following the center of streets and highways, street lines, or highway right of way lines, street lines, or highway right of lines shall be construed to be such boundaries.
2. Where district boundaries are so indicated that they approximately follow the lot lines, such lot lines shall be construed to be said boundaries.
3. Where district boundaries are indicated that they are approximately parallel to center lines or street lines of streets, the center lines or right of way lines of highways, such district boundaries shall be construed as being parallel thereto and at such distance there from as indicated on the zoning map. If no distance is given, such dimension shall be determined by the use of the scale shown on the said zoning map.
4. Where the boundary of the district follows a railroad line, such boundary shall be deemed located in the middle of the main track of said railroad line.
5. Where the boundary of a district follows a stream, lake or other body of water, said boundary line shall be deemed to be at the limit of the jurisdiction of the Town of Clermont unless otherwise indicated.
6. When a district boundary line divides a lot in a single ownership at the effective date of this Local Law or any subsequent amendment thereto, the Board of Appeals may permit extension into one district.

3.21 SCHEDULE OF USES

P = permitted X = not permitted

TB = Town Board approval required prior to Planning Board site plan

P-PB = permitted with Planning Board site plan required

SP = special permit use and site plan required

USE DISTRICT (Table 1 of 2)	RA Residential agricultural (1A)	H hamlet	RLB3 Residential Limited Business (3A)	LDR Low Density Residential (5A)	RLB Residential Limited Business (1A)	RJC Roe Jan Corridor	PID Planned Industrial District
Accessory Use (varies by use)	P	P	P	P	P	P	P
Accessory Apartment	SP	P	P-PB	SP	P-PB	SP	X
Adult Entertainment	X	X	X	X	X	X	P
Agriculture	P	P	P	P	P	P	P
Animal Hospital	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB	P
Auction Hall	SP	SP	SP	SP	SP	SP	P
Bed and Breakfast	SP	P	P-PB	P-PB	P-PB	SP	X
Motor Vehicle Repair, Sales, Service	SP	X	SP	X	SP	X	P
Camp and campground	SP	SP	SP	SP	SP	SP	X
Cemetery	SP	SP	SP	SP	SP	SP	SP
Child Day Care	SP	P-PB	P-PB	SP	P-PB	SP	P
Church/Place of Worship	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB
Club	SP	P-PB	P-PB	SP	P-PB	X	P
Cluster Development	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB	X
Commercial Recreation	SP	SP	SP	SP	SP	SP	X
Conference Center	SP	P-PB	P-PB	SP	P-PB	X	X
Convenience Retail	X	SP	P-PB	X	P-PB	X	P
Condominium/Townhouse	X	SP	SP	X	SP	X	X
Cultural Facility	SP	P-PB	P-PB	SP	P-PB	SP	P
Eating and Drinking Establishment	SP	P-PB	SP	SP	P-PB	SP	P
Educational Facility	SP	P-PB	SP	SP	P-PB	SP	P
Essential/Government/ Utility Services	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB	P
Forestry	P	P	P	P	P	P	P
Funeral Home	SP	SP	SP	X	SP	X	X
Group Home	P-PB	P-PB	P-PB	P-PB	P-PB	P-PB	P

USE DISTRICT (Table 2 of 2)	RA Residential agricultural (1A)	H hamlet	RLB3 Residential Limited Business (3A)	LDR Low Density Residential (5A)	RLB Residential Limited Business (1A)	RJC Roe Jan Corridor	PID Planned Industrial District
Home Occupation w/Residence - Minor	P	P	P	P	P	P	X
Home Occupation w/Residence - Major	SP	P-PB	P-PB	SP	SP	SP	X
Hotel/Motel/ Commercial Lodging	SP	SP	SP	SP	SP	X	X
Kennel/Animal Clinic	SP	X	SP	SP	SP	X	X
Manufactured Housing	P	X	P	P	X	X	X
Manufactured Housing Park	TB	X	X	X	X	X	X
Manufactured/ Light Industrial	SP	SP	SP	X	SP	X	P
Medical Establishment	SP	SP	SP	X	SP	X	X
Mining	SP	X	X	X	X	SP	X
Motor Vehicle Repair, Sales, Service	SP	X	SP	X	SP	X	P
Nursery & Greenhouse	P-PB	P-PB	P-PB	P-PB	P-PB	X	P-PB
Offices	SP	P-PB	P-PB	SP	P-PB	X	P
Personal or Professional Service	X	P-PB	P-PB	X	P-PB	X	P
Planned Industrial Development (PID)	TB	TB	TB	TB	TB	X	N/A
Planned Unit Development (PUD)	TB	TB	TB	TB	TB	X	N/A
Residence - Single Family	P	P	P	P	P	P	X
Residence - 2 Single Family on Single Lot	P	P	P	P	P	X	X
Residence - Two Family	SP	SP	SP	SP	SP	SP	X
Residence - Multi-Family	SP	SP	SP	SP	SP	SP	X
Residences attached/above commercial (3 or more units on a single parcel)	P-PB P-PB	P P-PB	P P-PB	X X	P P-PB	X X	X X
Retail/Wholesale Store	X	P-PB	P-PB	X	P-PB	X	X
Retail/Wholesale Group	X	SP	SP	X	SP	X	P
Research/Development Facility	X	SP	SP	X	SP	X	P
Riding Stable/ Animal Farm	P-PB	X	P-PB	P-PB	P-PB	X	X
Storage Unit - Commercial	P-PB	P-PB	P-PB	P-PB	P-PB	X	P-PB
Telecommunication Tower	SP	X	SP	SP	SP	X	P
Warehouse	X	X	X	X	X	X	P

3.22 DENSITY CONTROL SCHEDULE

No building shall be erected, moved, altered, enlarged or rebuilt, nor shall any open space surrounding any building be encroached upon or reduced in any manner, except in accordance with this schedule and all or the provisions of this Local Law for the district in which such building or land is located.

Additional dimensional requirements including lot coverage, height, and floor space are defined in Article IV of this Local Law.

DIMENSIONS DISTRICTS

	RA	H	RLB3	LDR	RLB	RJC
Minimum Lot Area (acres)	1	1	3	5	1	5
Minimum Lot Width at Front Yard Setback (ft.)	150	150	200	400	150	150
Minimum Front Setbacks (ft.)	50	25	75	75	50	50
Minimum Side Setbacks (ft.)	30	25	50	50	20	50
Minimum Rear Setbacks (ft.)	50	25	75	100	30	50
Maximum Building Height (ft.)	35	35	35	35	35	35
Maximum Lot Coverage (%)	25	45	10	10	45	10
Minimum Road Frontage (ft.)	50	50	50	50	50	50

Notes:

1. Roe Jan Corridor must also have 450 feet of stream frontage.
2. Setbacks are to be measured from the property lines.
3. Setbacks for accessory structures require that accessory structure shall not be located within a front yard, and within ten (10) feet of any side yard or rear yard property line.
4. Refer to supplemental regulations for additional requirements for Flood Area and for Planned Industrial Districts.

ARTICLE IV - GENERAL REGULATIONS

4.1 APPLICATION OF REGULATIONS

Except as hereinafter provided no building or land shall hereafter be used or occupied and no building or part thereof shall be erected, moved or altered unless in conformity with the regulations herein.

All uses shall be in conformance with the Schedule of Uses and Density Control Schedule found in this Local Law including provisions for site plan, special permit, or Town Board review and approval as defined in the Schedule of Uses.

4.2 LOTS

1. Lots which abut on more than one street shall provide the required front yard setbacks along every street.
2. All structures, whether attached to the principal structure or not, and whether open or enclosed; including porches, carports, balconies, or platforms above normal grade level, shall not project into any minimum front, side or rear yard.
3. In any district, notwithstanding limitations imposed by other provisions of this Local Law, a single lot at the effective date of adoption of this Local Law may be built upon, as long as it meets approval by the County Department of Public Health. Such a lot must be in separate ownership, and not of continuous frontage with other such lots in the same ownership. This provision shall apply even though such lots fail to meet the requirements for area or width, or both, that are generally applicable in the district, provided that yard dimensions and other requirements not involving area or width of the lot shall conform to the regulations for the district in which the lot is located.

If two or more lots or combination of lots and portions of lots with continuous frontage are in single ownership at the time of the passage or amendment of this Local Law, and if all or part of the lots do not meet the requirements for lot width and area as established by this Local Law, the land involved shall be considered to be an individual parcel for the purpose of this Local Law and no portion of said parcel shall be used or sold which does not meet lot width and area requirements established by this Local Law, except if each and every parcel created that is below the requirements is purchased by the owner or owners of the adjoining properties to increase the size of said owner or owners property.

4.3 OFF-STREET LOADING

Off-street loading shall be spaced logically and conveniently located to be used and accessible to such vehicles when required off-street parking spaces are filled and shall be provided for all commercial and industrial uses. Required off-street loading space is

not to be included as off-street parking space in computation of required off-street parking spaces.

4.4 LOT COVERAGE (REFER TO 3.22 DENSITY CONTROL SCHEDULE)

In Planned Unit Development or Planned Industrial Development individual lots may exceed this requirement as defined by the Town Board, but the overall PUD or PID project may not.

4.5 HEIGHT-REGULATIONS

In all districts, structures shall not exceed thirty-five (35) feet in height above average ground level unless approved by the Zoning Board of Appeals.

Maximum height limitations shall not apply to telecommunication towers, church spires, belfries, monuments, tanks, water and elevator bulkheads, smokestacks, solar heating equipment, satellite dishes, silos, barns and other farm structures, and flagpoles except as specifically defined elsewhere in this Local Law.

4.6 REQUIRED FLOOR SPACE

In all districts, there shall be a required minimum of seven hundred (700) square feet of floor space per single family dwelling unit except for accessory apartments which shall be smaller than the unit they are accessory to while remaining in compliance with all applicable State building code requirements. This measurement of floor space shall not include the basement. This measurement does not apply to apartment units.

No single commercial building or structure may exceed twenty thousand (20,000) square feet of lot coverage.

4.7 OUTDOOR STORAGE

In all districts, there shall be no outdoor storage which is in public view. More specifically, such storage is prohibited within the front yard setback or the side yard setbacks applicable to accessory uses.

The outdoor storage of any camping or travel trailer, any motor boat, or any unlicensed or unregistered motor vehicle visible from a public street, public right-of-way, recreation area, park or similar public areas shall be prohibited, except that:

1. One unlicensed or unregistered motor vehicle may be stored but not used for any purpose on an occupied lot (or on an adjacent unoccupied lot, if both lots are under common ownership).
2. One camping or travel trailer may be stored but not used for any purpose on an occupied lot (or on an adjacent unoccupied lot, if both lots are under common ownership). Said camping or travel trailer shall not exceed forty (40) feet in length.

3. No more than one motor boat may be stored in the open or outdoors on a lot (or on an adjacent lot, if both lots are under common ownership) in any residential or hamlet district

4.8 PLANNED UNIT DEVELOPMENT (PUD)

Planned Unit Development may be accomplished through an amendment to the existing zoning Local Law for each specific project. All procedural requirements for adoption of an amendment would apply. Any subsequent use change from such PUD amendment shall be subject to a new review.

Proposals for Planned Unit Development shall be submitted to the Town Board. The Town Board shall refer the proposal to the Planning Board immediately upon receipt. The Planning Board shall have no more than sixty-two (62) days to review and submit comments on such a plan. The material accompanying the proposal shall contain the following:

Required concept site plan shall show all buildings, parking areas, signs and landscaping at a scale sufficient to permit the study of all elements of the plan. All utilities shall also be shown and described. Typical elevations and floor plans of all buildings may also be required. However, elevations for all signs shall be provided. In addition, the site plans shall show the adjacent building outlines and other outstanding features within two hundred (200) feet or as required by the Planning Board.

The Planning Board and Town Board shall review the plan and study whether or not the development will result in the following:

1. A choice in the types of environment and living units available to the public and quality in residential land uses so that development will be a permanent and long term asset to the town.
2. Open space and recreation areas. The Town would like to encourage open space type planning.
3. A pattern of development which preserves trees, outstanding natural topographic and geologic features and prevents soil erosion.
4. An efficient use of land resulting in smaller network of utilities and streets.
5. An environment in harmony with surrounding development.
6. A more desirable environment than would be possible through the strict application of other sections of this Local Law.
7. Creation of new hamlets when needed to prevent the sprawl of the residential areas.

Also, the area of land to be developed shall not be less than twenty five (25) acres and must contain a minimum of two hundred (200) feet of continuous frontage on a public way along which it is located. The predominant use of the land shall not differ substantially from the uses permitted in the district in which the plan is located. Differences may be that a Planned Unit Development, dwelling units may be multi-family. Commercial uses designed only to service the project may be permitted.

The average density of the entire Planned Unit Development shall not exceed one (1) dwelling unit per 20,000 square feet. Off lot water and/or sewer must be provided if lot sizes are less than one (1) acre; and at least fifty percent (50%) of the development must remain as open space for common usage. Lot size, width, front yard depth and side yard requirements may be waived; however, these will be evaluated individually on their own merit.

The zoning amendment by the Town Board would change the district classification to accommodate the Planned Unit Development proposal. Just as in any other zoning district, the uses should be described, as well as densities, heights, setback requirements and any supplemental procedures and standards.

At the time of the zoning amendment the Town Board will specify a time period before which any or all defined phase or phases of development must occur. Such time periods shall address necessary plat or site plan filings with the Town and the County as well as commencement of on site work. Failure to meet any time period so defined shall nullify relevant and required site plan approval from the Planning Board. The Town Board may, at the request of the applicant, extend any such time periods for no more than six months.

With a proper zoning amendment, any PUD will require site plan review and approval from the Planning Board.

4.9 OFF-STREET PARKING

Off-street parking spaces shall be provided in accordance with the specifications in this section in any district whenever any new use is established or existing use is enlarged. Public off-street parking or legally shared use of private off-street parking in lieu of on-site parking may be utilized to fulfill parking requirements when provided for this purpose within a distance appropriate to the proposed use but not exceeding five hundred (500) feet. Adequate space should be allowed for required ingress and egress to parking spaces and driveways for residents and for accessibility to each individual parking space.

When development of any use is phased, off street parking provisions may be pro-rated and phased with such development. The Zoning Enforcement Officer shall enforce such provisions.

Where a combination of uses is on a lot, the required minimum spaces shall be the sum for all uses.

Parking spaces shall be a minimum of nine (9) feet wide and twenty (20) feet long. In all cases the majority of off street parking shall be preferable towards the side or rear yard in relation to the street. Screening such as plantings, fencing or landscaping may be required to buffer parking of five or more spaces from adjoining lots, adjoining land uses, and any public rights of way. Any lighting shall be designed to reflect away from any public street or right of way and from all adjacent property.

Directional signs to parking may be erected consistent with the sign standards elsewhere in this chapter.

MINIMUM OFF-STREET PARKING SPACES REQUIRED

- 2 for each dwelling unit plus 1 per additional room rented.
- 1 for every 300 gross square feet of non-residential uses except as noted below:
 - 1 for every 200 gross square feet of retail, personal or professional services.
 - 1 for every 100 gross square feet of eating or drinking establishment, health club or similar high traffic service.
 - 1 for every 200 gross square feet of medical establishment.
 - 1 for every 500 gross square feet of manufacturing or warehouse.
 - 1 for every 300 gross square feet of government, conference, club, church, or similar place of assembly
 - 1 per guest room plus 1 per 500 gross square feet of motel, hotel or lodging.
 - 1 per 3.5 seats in assembly rooms plus 1 per faculty member for all educational uses.

4.10 PLANNED INDUSTRIAL DISTRICT (PID)

PURPOSE:

The Planned Industrial districts are planned and landscaped manufacturing areas. They are intended to encourage an orderly concentration of industrial facilities in selected areas of the Town and they would assure that such uses will be compatible with, and will not adversely affect, abutting properties and the surrounding community.

Planned Industrial Development (PID) may be accomplished through an amendment to the existing zoning Local Law for each specific project. All procedural requirements for adoption of an amendment would apply. Any subsequent use change from such PID amendment shall be subject to a new review.

Proposals for Planned Industrial Development shall be submitted to the Town Board. The Town Board shall refer the proposal to the Planning Board immediately upon receipt. The Planning Board shall have no more than sixty-two (62) days to review and submit comments on such a plan. The material accompanying the proposal shall contain the following:

Required concept site plan shall show all buildings, parking areas, signs and landscaping at a scale sufficient to permit the study of all elements of the plan. All utilities shall also be shown and described. Typical elevations and floor plans of all buildings may also be required. However, elevations for all signs shall be provided. In addition, the site plans shall show the adjacent building outlines and other outstanding features within two hundred (200) feet or as required by the Planning Board.

The Town Board may approve a PID in the Town of Clermont, providing the requirements of this section are met and the PID is designed and planned as a harmonious unit. That is, a unit which-meets the required design and/or performance standards, insures compatibility between the immediate surrounding land uses, and which is an asset to the neighborhood and the Town. The PID may be employed, particularly, in locations where, from the point of view of an overall development concept, land preservation and conservation decisions, or maintenance of a rural or historical flavor, may determine a sensitive use of land.

PID ESTABLISHMENT PROCEDURES:

In Planned Industrial Districts, land and buildings may be used for the purposes as authorized by the Town Board in accordance with the following procedures:

Application for the establishment, expansion or change in use of a PID shall be made to the Town Board. The Town Board shall refer the application to the Town Planning Board for consideration. The zoning amendment by the Town Board would change the district classification to accommodate the Planned Industrial Development proposal. Just as in any other zoning district, the uses should be described, as well as densities, heights, setback requirements and any supplemental procedures and standards.

At the time of the zoning amendment the Town Board will specify a time period before which any or all defined phase or phases of development must occur. Such time periods shall address necessary plat or site plan filings with the Town and the County as well as commencement of on site work. Failure to meet any time period so defined shall nullify relevant and required site plan approval from the Planning Board. The Town Board may, at the request of the applicant, extend any such time periods for no more than six months.

With a proper zoning amendment, any PID will require site plan review and approval from the Planning Board.

The tract of land for a project must be at least nine (9) acres in size, must front on a state or county road and may be owned, leased or controlled either by a single person or corporation or by a group of individuals or corporations. An application must be filed by the owner or jointly by the owners of all property included in the project. In the case of multiple ownership, the approved plan shall be binding on all owners.

The fee for an application for establishment of a PID is listed on the schedule of fees, available from the Town Clerk.

All approved plans shall be binding on all successors of the applicants.

The proposal for PID shall generally be submitted and reviewed with the Planning Board and the Town Board in three stages, as follows:

1. PRELIMINARY PROPOSAL

This submission is intended to permit initial review and evaluation of the design and development concept and to secure agreement and/or approval of the general concept.

Submission of the following type of information is required:

A written statement of the proposal, sketch plan, sketches, diagrams and other materials as may be requested to clarify or explain the design or other aspect of the proposal to include:

- a. Location of various allowed uses and the approximate square footage of each;
- b. General outline of vehicle circulation systems, parking areas and all existing rights-of-way and easements;
- c. The overall drainage systems, and sediment and erosion control plans; and
- d. If grades exceed three percent (3%), a topographic map showing contour intervals of not more than five (5) feet.

2. MARKET STATEMENT

Submission of an economic statement describing the potential demand for the services offered or products produced by the proposed project is required. The statement shall include facts and information describing the type of activity to be conducted on the premises, the type of products or services produced or offered, and the potential customers of the products or services.

3. INTERIM PROPOSAL

This proposal is intended to permit further review, including any revision based upon prior review, or otherwise proposed by the developer.

Submission of the following type of information is required:

- a. Preliminary site development plan, general buildings plans, and other information as may be requested;
- b. Proposed construction sequence for buildings, parking, landscaping and proposed buffering;

4. FINAL PROPOSAL

The following information is required:

1. Proof of land ownership or lease. Application(s) must show evidence of a full ownership interest in the land such as legal title to the land or the execution of a binding sales agreement or lease.
2. Site plan developed in detail to describe the character and scope of the proposal completely. This information shall include:

A plan of the site and surrounding areas drawn to a scale of not more than one hundred (100) feet to the inch, accurately dimensioned, showing the following:

Location of existing and proposed land use areas, lots, yard lines, buildings, structures, parking, loading and docking areas, and access roads and streets, community facilities, topography, drainage, public utility systems, and expected flow of traffic in and out of the area.

A more detailed plan of the site drawn to a scale of twenty (20) feet or less to the inch showing the following:

The use and height of each proposed building or structure, the number of parking spaces in each proposed parking area, proposed landscaping throughout the project, and pedestrian walkways.

Construction sequence and time schedule for completion of each phase for building, parking and landscaped areas.

In addition, the developer may be required to furnish any other such drawings and specifications for a further understanding of the project that the Board may request. In reaching its final decision on the proposed development, the Planning Board shall consider, among other things:

1. The need for the proposed use in-the proposed location;
2. The existing character of the neighborhood in which the use would be located;
3. The safeguards provided to minimize possible detrimental effects of the proposed use on adjacent property;

4. The land use plan and the comprehensive plan of the Town.
5. The adequacy and location of roads within the district to be used, access roads to the proposed district from arterial highways and whether or not adequate roads or highways are available to protect nearby residential property;
6. The locations, layout and adequacy of parking, loading and unloading facilities;
7. The general traffic conditions in or near the property to be used;
8. Whether or not sewerage and water facilities (whether public, or privately maintained), have been approved by the Columbia County Health Department;
9. The highway plans of the county or state;
10. Whether the PID complies with the intent of these regulations;
11. Any other factors which may prevent the, orderly growth of the Town or would adversely affect the completion of the development of the Town.

Prior to Town Board approval, the Planning Board shall make a recommendation to approve, approve with modifications, or disapprove such application and shall report its decision to the Town Board. If the Planning Board fails to report within a period of 45 days, from the date of receipt of the final plan or such longer time as may be agreed upon by it and the Town Board, the Town Board may act without such report.

Before the Town Board grants approval of the final site plan, the applicant(s) shall file with the Town Clerk a performance bond of an amount adequate to cover the completion of site improvements required by these regulations or by the Town Board of facilities which may become a public responsibility. Any such bond shall comply with the requirements of Section 277 of the Town Law and shall be satisfactory to the Town Board and Town Engineer as to the form, sufficiency, manner of execution and surety.

The Town Board shall hold a public hearing on the application with the same notice as required by law for amendment to this Local Law. It shall give notice of the hearing to any required Municipal, County or State Agency in the manner prescribed by law. After the public hearing, the Town Board may approve the application, approve it subject to modifications or disapprove the application. If the application is approved, or approved subject to modifications, the PID shall be established and this Zoning Law and the Zoning Map shall be considered modified to permit establishment of the development in accordance with the plans approved as part of the

application and in accordance with any additional standards and conditions specified by the Town Board.

TIME LIMIT

Within twelve (12) months of the approval or approval with modifications of the application for a PID by the Town Board, building permits shall have been issued and construction shall be underway on the PID. Otherwise, the zoning for PID shall revert, after public hearing, to the zoning classification which existed prior to the granting of the PID. At the request of the applicant, the twelve (12) month period may be extended by the Town Board for no more than an additional twelve (12) months.

Should the construction of any phase of the project exceed the date scheduled for completion of that phase, by more than nine (9) months, the Town Board may, after a public hearing, declare the PID to be null and void and the land area covered by such a district to revert to the previous zoning district. Upon written request of the applicant and after a public hearing, the Town Board may grant a three (3) month extension beyond the nine (9) month deadline provided the applicant shows good cause for such extension.

ZONING MAP

An approved PID shall be shown on the Zoning Map with a reference to the records of the Town Board where the approved standards and plans may be seen.

1. Performance Standards

Approval of uses within a PID is contingent upon compliance with all the following performance standards.

Any application for a building permit for a use which shall be subject to performance standards shall be accompanied by a sworn statement by the owner of subject property that said use will be operated in accordance with the performance standards set forth herein.

2. Definition of Elements

No land or building in any PID which shall be used or occupied for manufacturing purposes shall be operated in such a manner so as to create any dangerous, injurious, noxious or otherwise objectionable fire, explosive or other hazard; noise or vibration, smoke, dust, dirt or other form of air pollution; electrical or other disturbance; glare; or other substance, condition or element in such amount as to adversely affect the surrounding area or premises (referred to herein as "dangerous or objectionable elements").

3. Determination of Enforcement Location

The determination of the existence of any dangerous and objectionable elements shall be made at:

- a. The point or points where such elements shall be most apparent for fire and explosion hazards, for radio-activity and electrical disturbances, for smoke and other forms of air pollution;
- b. At the property lines of the use creating such elements for noise, vibration; for glare, and for odors, wherever the effect is greatest.

4. Standards to be Enforced

a. Fire and Explosion Hazards

All activities involving and all storage of, flammable and explosive materials shall be provided with adequate safety devices against the hazard of fire and explosion and adequate fire fighting and fire suppression equipment and devices standard in this industry. Burning of waste materials in open fires is prohibited. The relevant provisions of State and Local Laws and regulations shall also apply.

b. Radioactivity or Electrical Disturbance

No activities shall be permitted which emit dangerous radioactivity or electrical disturbance adversely affecting the operation of any equipment. All applicable federal regulations shall be complied with.

c. Noise

No noise which is objectionable due to volume, intermittent, beat frequency or shrillness shall be perceptible beyond the property where it originates. Decibel limits may be set as a condition of any activity consistent with applicable standards set by OSHA or by New York State.

d. Vibration

No vibration shall be permitted which is detectable without instruments at the points of measurement specified in Subsection 3.

e. Glare

No direct or sky-reflected glare, whether from floodlights or from high-temperature processes such as combustion or welding, or otherwise, so as to be visible at the points of measurement specified in Subsection 3. This restriction shall not apply to signs otherwise permitted by the provisions of this Local Law.

f. Smoke

No emission shall be permitted from any chimney or otherwise, visible grey smoke of a shade equal to or darker than No.2' on the Power's Micro-Ringlemann Chart, published by McGraw-Hill Publishing Company, Inc., and copyright 1954 (being a direct facsimile reduction of a standard Ringlemann Chart as issued by the United States Bureau of Mines).

g. Odors

No emission shall be permitted of odorous gasses or other odorous matter in such quantities to be readily detectable at the property line of the zone lot from which they are emitted without instruments.

h. Other Forms of Air Pollution

No emission of fly ash, dust, fumes, vapors, gases and other forms of air pollution shall be permitted which can cause any damage to health, to animal, vegetation, or other forms of property, or which can cause any excessive soiling.

DESIGN STANDARDS FOR PLANNED INDUSTRIAL DISTRICT

Approval of the PID final site plan is contingent upon compliance with all the following design requirements and with any additional standards and conditions the Town Board may stipulate.

1. Area and Width Requirements for Total Project:

Any proposed PID located within the Town of Clermont must contain a minimum of nine (9) continuous acres of land within the project and must contain a minimum of two hundred (200) feet of continuous frontage on a state or county public road.

2. Lot Requirements within the PID:

Minimum Lot Area - 3 acres per use

Minimum Lot Road Frontage - 200 feet

Minimum Setback of any building or use other than parking from any abutting district - 150-feet

Minimum setback of any building or use other than parking from the right-of-way of any adjacent highway - 100 feet

3. Total Floor Space:

In a PID, all open space, parking, and loading requirements must be met. A maximum of 40% of the total land area within the PID may be devoted to Floor Space. Floor Space shall be any floor area covered or surrounded by a structure but not including cellar area.

4. Access:

A PID shall have direct ingress and egress to the public way on which it is located. Such ingress and egress must also be approved by the New York State Department of Transportation or Highway Department having the authority. Ordinary streets may be planned within the context of the PID concept to provide for ingress and egress to parking areas or industrial facilities and constituting a part of the project area maintained by the owners of the area.

Specific location for ingress and egress of traffic between the highway and the parking areas shall be provided. The minimizing of traffic hazards shall be considered in the design of such access points. No entrance or exit point shall be within seventy five (75) feet of an intersection or of an abutting district. No undue traffic shall be allowed on any residential street.

5. Sewer and Water Requirements:

The Columbia County Health Department and, when necessary, the New York State Department of Environmental Conservation shall approve all sewerage and water systems which will service the PID.

6. Distance from Residential Districts:

No building or use other than parking shall be permitted within one hundred fifty (150) feet of the boundary line of any district.

7. Height Requirements:

Buildings shall be restricted to a maximum height of thirty five (35) feet.

8. Open Space Requirements:

Each PID shall provide at least twenty percent (20%) open space uses, as a basic element in the planned and landscaped development area.

Open space uses are defined as being those uses which do not involve any overage of land with structures, parking lots and vehicular right-of-ways.

Open space uses may consist of buffer strips or landscaped areas and parking islands.

A detailed landscape plan shall be submitted with the final site plan showing the location, size and species of all proposed plant materials.

Required planting shall be properly maintained by the owner(s) of the area.

BUFFERING

A buffer strip at least thirty (30) feet in width shall be provided along any PID line abutting any other district, at least ten (10) feet of which shall be coniferous evergreen planting a minimum of six (6) feet in height. Details of this buffer and plantings along with maintenance standards will be shown or noted on any approved site plan.

A strip of land at least fifteen (15) feet in width and which is immediately adjacent to the right-of-way of any street abutting the district shall be planted or sodded in grass. Any shrubs and bushes in such area shall be maintained at no more than three (3) feet in height.

No buildings, including accessory buildings, interior streets and driveways, parking areas, or play areas may be located in buffer areas, except for necessary ingress and egress driveways.

LANDSCAPING

All areas of the development not occupied by structures, parking, driveways, or walkways, or storage shall be landscaped attractively with lawn, trees, shrubs, or other plant material. Such landscaping shall take into consideration the natural growth presently on the premises and the nature and condition of the terrain as well as the situation of the lands and premises themselves and with regard to adjoining lands and premises.

The landscaping in such areas shall be designed so as not to obstruct necessary sight distance and traffic flow, shall offer adjacent residential properties a degree of visual and audio screening, shall maintain the character and integrity of the neighborhood, and shall promote excellence of development.

All landscaped areas are to be kept free of signs or advertising matter at all times.

For any planting or landscaping that is required by the Town Board, the applicant(s) shall submit a planting schedule and shall agree to a two (2) year growing season replacement agreement (commencing from the date of project occupancy) to insure "live" landscape materials.

9. Storage Facilities:

Any outdoor storage or refuse area shall be fenced or screened from view and must be approved by the Town Board as to location and design. All such structures must be located on the rear one-half of the property.

10. Parking Requirements:

Specifications:

The parking layout shall reflect a well conceived parking/customer access plan which utilizes appropriate channelization and movement control devices.

Required off-street facilities may be enclosed in a structure or may be open. The minimum paved width of an ingress and egress to parking spaces shall be:

- For parallel side parking - sixteen (16) feet

- For forty five (45) degree singular side parking -
twenty (20) feet
- For ninety (90) degree perpendicular side parking -
twenty four (24) feet

The requirements for parking spaces as set forth in Section 4.9 of this zoning Local Law shall apply.

11. Loading Facilities:

Provisions for handling of all freight shall be on those sides of any building which do not face any street or any proposed street. Furthermore, loading docks or areas, trash pick up points, and truck delivery routes shall be restricted on locations that are separate from customer traveled areas. Off street loading requirements shall comply with the requirements set forth in Section 4.3 of the Town of Clermont Zoning Local Law.

4.11 SIGNS

Signs may be erected and maintained only when in compliance with the following:

- A. Intent. The Town of Clermont finds that signs are a necessary means of communication that can benefit and detract from the Town's community and neighborhood character and should conform to the following provisions. At no time should these provisions be interpreted to regulate any aspect of the content of any sign.
- B. Exceptions. The following types of signs are allowable without any Town approval except that any such sign shall not exceed the maximum dimensional, height, or area requirements of this section relevant to the applicable zoning district.
 - (1) Election Signs. All signs advertising a candidate for public office or any other public balloting initiative are exempt from these regulations. Such signs must be displayed only on private property and may be displayed no sooner than 30 days prior to the relevant election and no later than 10 days after said election.
 - (2) Temporary on Premises Signs. Any property owner is permitted to erect a single, temporary, non-illuminated sign on said property advertising the sale or lease of merchandise or a special event. Such sign shall be removed within three (3) days after the sale, lease or event.
 - (3) Locational, Street Address and Public Safety Signs. Any property owner is permitted to erect one non-illuminated sign identifying the property name or residents of the property and the official street address. Other signs offering information necessary for public safety including by example customary posted or non trespassing signs, private drive, parking, or exit/entrance signs along with other signs required pursuant to any governmental

function, law or regulation are also exempt.

- (4) Other. When not associated with a commercial activity, all historical or memorial markers as well as flags, insignia or emblems of any government or religious organization and any religious holiday decorations are also exempt.
 - (5) Landmark Signs. Any older sign of artistic or historic merit or of uniqueness to the Town, each of which must be recognized by the Town Board or the Town Historian, is entirely exempt from this section including all dimensional, height, and area requirements.
 - (6) Non-Conforming Signs. A non-conforming sign lawfully existing at the effective date of this section may continue with the exception of signs exceeding three (3) times the allowable sign area. Such signs, commonly referred to as billboards must conform to this section within ten (10) years of the effective date of this section.
- C. Measurement of Sign Area. Sign measurement shall be based upon the entire area of the sign, with a single continuous perimeter enclosing the extreme limits of the sign surface. For a sign painted on or applied to a building, the area shall be considered to include the smallest rectangle or other shape which encompasses all lettering, numbering, designs, logos or lights together with any background of a different color than the finish material of the building. The area of supporting framework such as brackets or posts shall not be included in the area if such framework is incidental to the display. When a sign has two (2) or more faces or is composed of multiple signs each with a face, the sum of the areas of all the faces shall be included in determining the area, except where two faces are placed back to back and are at no point more than two (2) feet from each other. In this latter case, the sign area shall be taken as the area of either face, and if the faces are unequal, the larger shall determine the area.
- D. Measurement of Height. The height of any sign shall be measured from the highest point of the sign to the surface of ground prior to construction of the sign or to the surface of the nearest public road whichever is lower.
- E. Off Premises Signs. Signs displaying information on uses, events, goods, products, services or facilities offered at locations other than on the tax lot where the sign is located are prohibited with the exception of general directory or directional signs which, may be approved subject to a special use permit. General directory or directional signs shall be no larger in area than twenty-four (24) square feet and shall include only the name (s) of the establishment and basic directional information in lettering no higher than five (5) inches.

F. Home Occupation Signs. One non-illuminated sign per home occupation no larger in area than four (4) square feet indicating the name, address, phone number or principal purpose of the home occupation is permitted. Such sign should be placed as close as possible to the intersection of the driveway and the public road or should be affixed flat to the building.

G. For Sale and For Rent Signs. No more than two (2) non-illuminated signs advertising the sale or rental of a property may be erected and maintained on said property by the owner or broker or any person with legal interest in the sale or rental or such property provided that:

- (1) The size of any such sign shall be no more than six square feet; and,
- (2) Up to two additional, non-illuminated signs may be erected or maintained if said property abuts more than one public right-of-way.

H. General Provisions for All Signs

1. All signs, except Landmark Signs, General Directory and Directional Signs, Home Occupation Signs, and For Sale/For Rent Signs as provided in Subsections B, E, F & G of this Section, shall conform to the following performance standards:

Speed Limit (mph) on road nearest sign	45+ mph	35-44	Less than 35
Maximum sign height in feet	16	12	10
Total Maximum Sign Area In Square Feet	24	20	16

- 2. Construction and Maintenance. Any sign must be constructed of durable materials maintained in good condition and not allowed to become dilapidated. Signs painted or attached to buildings shall be preferred to free standing signs.
- 3. Obstruction of Public Right-Of-Way. Signs attached to a structure shall not project more than three (3) feet from the structure. No sign shall extend over a public right-of-way or public sidewalk and no sign shall obstruct views from any public right-of-way to any other public right-of-way.
- 4. Illumination. Signs designed with internal illumination are discouraged. Mobile, internally-illuminated signs with moveable letters are strictly prohibited in residential districts and are subject to site plan approval in all other districts. Sign illumination shall only be with a steady, stationary, shielded light sources directed onto the sign without causing glare onto adjoining properties or

onto any public right-of-way. Flashing signs or signs with moving lights are prohibited. No sign shall be illuminated between the hours of 11pm and 6am unless the premise is open for general business during such hours.

5. Building permits shall be required for all signs except those described in Subsection B of this section. Any building permit shall conform to the requirements of this section.

4.12 FENCES

Installation and Maintenance Standards. All fences shall be constructed and installed in accordance with the generally accepted standards of good workmanship and any applicable manufacturer's specifications. All fences shall be maintained in a structurally sound condition, and components or finishes that become deteriorated shall be repaired or replaced promptly.

Prohibited Materials. Except in the case of fences erected solely for agricultural purposes, the use of barbed wire, broken glass, electrification or any other material or device intended to cause injury is prohibited. No fence intended as a permanent structure shall be constructed of canvas, cloth, wire mesh, chicken wire, snow fencing or any other material of a nonstructural nature.

Placement of Support Structures. A fence so designed as to be structurally supported by posts, cross members or rails on one (1) side only (including but not limited to picket or stockade fences) shall be erected with the posts, cross members or rails on the inner (property owner's) side facing interior to the property owner's lot.

Height Restrictions. The maximum height of any and all parts of a fence, including supporting structures, shall not exceed eight (8) feet, provided, however, that at all street intersections, no fence or other obstruction to vision (other, than an existing structure, post, column or tree) exceeding three (3) feet in height shall be erected, installed or maintained on any lot within the triangle formed by the street lot lines of such lot and a line drawn between points along such street lot lines thirty (30) feet distant from their point of intersection.

Setback Requirements. No minimum distance shall be required between a fence and a lot line, unless such distance is specified elsewhere in this Local Law. However, it is required that any fence be installed interior from the lot line with adequate setback to provide for maintenance and lawn or field mowing.

Exception. These fence regulations shall not apply to agricultural fencing or temporary, safety fencing erected during construction activities approved by the Town. For purposes of this section, the term "agricultural fencing" shall include, any fence constructed on a farm operation or constructed to enclose a residential garden.

4.13 OBNOXIOUS USE

Any use that may be obnoxious or injurious by reason of production, emission of odor, dust, smoke, refuse matter, fumes, noise, vibration or similar conditions, or that is dangerous to the comfort, peace, enjoyment, health or safety of the community or lending to its disturbance or annoyance, is prohibited. The New York State Department of Environmental Conservation air and water quality standards shall apply as a minimum, excepting provisions which are common agricultural practices.

4.14 SPECIAL PERMITS

GENERAL PROVISIONS

The special permit uses shall be deemed to be permitted uses in their respective districts, subject to the satisfaction of the requirements of this Local Law. All such uses are hereby declared to possess characteristics of such unique and special forms that each specific use shall be considered as an individual case. Such uses are generally permitted in special instances where they cannot interfere with agricultural activities or where they cannot be better accommodated in other areas of the Town.

REQUIRED PLAN

A plan for the proposed development of a site for a permitted special use shall be submitted to the Zoning Board of Appeals with an application for a special permit and such plan shall show the location of all buildings, parking areas, traffic access and circulation drives, open spaces, landscaping, and any other pertinent information that may be necessary to determine if the proposed special use meets the requirements of this Local Law.

All special permit uses shall also require site plan review except when otherwise noted in this Local Law.

EXPIRATION

A special permit shall be deemed to authorize only one particular special use and shall expire if the special use shall cease for more than six months for any reason, and a new permit shall be prepared for continuance of a special permit use.

EXISTING VIOLATIONS

No permit shall be issued by the Zoning Board of Appeals for a special use for a property where there is an existing violation of this Local Law.

STANDARDS APPLICABLE TO ALL SPECIAL PERMIT USES

For every such special permit use, the Zoning Board of Appeals shall determine that:

1. Such a use will be in harmony with the surrounding and adjacent neighborhoods and promote the general purposes and intent of this Local Law as stated in Article I.

2. The lot is sufficient, appropriate and adequate for the use and the reasonable anticipated operation and expansion thereof.
3. The proposed use will not prevent the orderly and reasonable use of adjacent properties in adjacent use districts.
4. The site is particularly suitable for the location of such use in the community.
5. The characteristics of the proposed use are not such that its proposed location would be unsuitable to be near a church, school, theater, recreational area or other place of public assembly.
6. The proposed use conforms with the Local Law definition of the special permit use where such definition exists or with the generally accepted definition of such use where it does not exist in this Local Law.
7. Access facilities are adequate for the estimated traffic from the public streets and sidewalks so as to assure the public safety and to avoid traffic congestion; and further that vehicular entrances and exits shall be clearly visible from the street and not be within seventy five (75) feet of the intersection of street lines at a street intersection except under unusual circumstances.
8. All proposed curb cuts have been approved by the street or highway agency which has jurisdiction.
9. There is off-street parking and truck loading spaces in adequate number of the anticipated number of occupants, both employees and patrons or visitors; and further that the layout for the spaces and driveways is convenient and conducive to safe operations.
10. Adequate buffer yards and screening are provided where necessary to protect adjacent properties and land uses.
11. Adequate provisions will be made for the collection and disposal of storm water runoff from the site, and of sanitary sewage, refuse, or other waste, whether liquid, solid, gaseous or of other character. All water and/or sewerage systems shall be approved by the Columbia County Health Department and/or the New York State Department of Environmental Conservation and/or other governing agencies as necessary.

ADDITIONS AND ENLARGEMENTS

Any use for which a special permit use is granted by the Zoning Board of Appeals shall be deemed a use permitted in the district in which located, except that for addition or enlargement of such use, a separate special use permit shall be required for each addition or

enlargement.

In addition to the above general provisions, the following uses shall also comply with the following specific standards:

CEMETERIES

No burial or memorial monument shall be located within twenty-five (25) feet of any property line provided that all such monuments shall be less than four (4) feet in height. Any monument that is higher than four (4) feet must be located at least fifty (50) feet from any property line. In addition, there shall be evergreen plantings to screen the view from adjacent properties.

COMMERCIAL ANIMAL FARM

1. All structures (including corrals) shall be located at least twenty five (25) feet from any property line as well as any shoreline.
2. Any lighting shall be so arranged so as to not cause a glare on adjacent properties.
3. No manure shall be stored within two hundred fifty (250) feet of any neighboring property.

CONVENIENCE RETAIL, RETAIL/WHOLESALE STORE

1. The floor space of the building of such a facility shall not exceed four thousand (4000) square feet of retail floor space.
2. All such buildings shall be at least one hundred (100) feet from the rear and side property lines; the required front yard setbacks for the zone in which the structure is located shall apply.
3. Any lighting shall be arranged so as not to cause glare on adjacent properties.
4. There shall be no outdoor storage permitted for convenience commercial facilities.
5. Any outdoor display of farm machinery or equipment shall be screened from view of adjacent properties by trees, a fence, hedge or other means acceptable to the Zoning Board of Appeals.

CONVERSION OF EXISTING ONE-FAMILY RESIDENCE TO A TWO OR MULTIFAMILY RESIDENCE:

1. Conversion of existing one-family residences to two or multi-family residences shall be allowed by special permit in all districts except for the PID district. Both residences must meet specified criteria.
2. This use shall apply to conversion of existing residences which exist as a one-family residence as of the date of adoption of this Local Law, and it shall not apply to new construction of two-family or multi-family dwellings.

New construction of buildings as two-family or multifamily structures shall be governed by those regulations for the specific use allowed in the table of use regulations.
3. The required minimum lot area for conversions of existing residences shall remain that for the existing residence but may be expanded to meet other standards for such conversions under this section.
4. The plan for the water and septic systems, if on-lot shall be approved by the Columbia County Health Department prior to granting of the special permit and the premises shall be in compliance with the New York State Uniform Fire Prevention and Building Codes before the issuance of a Certificate of Occupancy/Compliance.

MINING, REMOVAL AND FILLING OF LANDS:

The use of land for excavation, removal, filling or depositing of any type of earth material, topsoil, gravel or rock (as allowed by Part 360 of DEC Regulations) is hereby only allowed by a special permit within the designated districts. The special permit shall be issued by the Zoning Board of Appeals upon prior review by the Planning Board. In addition to meeting the below requirements, the granting of a special permit for any mining operations for which more than one thousand (1,000) tons of minerals will be removed from the earth within twelve (12) successive calendar months will be contingent upon the applicant obtaining a mining permit from the New York State Department of Environmental Conservation.

1. The Zoning Board of Appeals in granting any such permit may impose reasonable conditions protective of health, safety, and welfare in the community. Without limiting the generality of the foregoing limitation, such conditions may include limitation of removal in respect to all or any of the following:
 - a. Extent of time;
 - b. Area and depth of excavation;
 - c. steepness of slopes excavated;
 - d. Distance between edge of excavation and neighboring properties or ways;
 - e. Temporary or permanent drainage in a manner to be approved by the Town Road Supervisor;

- f. The posting of security or bond in a dollar amount to be determined by the Zoning Board of Appeals to be sufficient to guarantee fulfillment of conditions imposed;
- g. The replacement of not less than six (6) inches of topsoil over the whole of any area from which earth materials are removed where the location of such removal is afterward to become a residential subdivision; or,

In the case of continuing clay-pit or sand or gravel operations in one general locus (but not in the case of continuing cut-stone or of continuing crushed rock removal operations at one general locus) recovering finished out banks with not less than six (6) inches of topsoil.

- 2. No such permit shall be issued except upon written application therefore to the Zoning Board of Appeals and until after a public hearing by the Zoning Board of Appeals on such application.
- 3. Such application shall include a diagram to scale of the land concerned, indicating existing and proposed elevations in the area to be excavated and stating the ownership and boundaries of the land for which such a permit is sought, the names of all adjoining owners as found in the most recent tax list, and the approximate locations of existing public and private ways nearest such land.
- 4. Notice of said public hearing shall be given by publication in a newspaper published or of general circulation in Clermont, ten (10) days at least before the date of such hearing.
- 5. A copy of any permit granted hereunder by the Zoning Board of Appeals stating all of the conditions imposed, if any, shall be mailed forthwith by the Board, to the parties in interest and to the Zoning Enforcement Officer.
- 6. A copy of the denial by the Zoning Board of Appeals of any such application stating the reasons for such denial shall be mailed forthwith by the Board, to the parties in interest and to the Zoning Enforcement Officer.
- 7. Earth Removal exceptions are as follows:
 - a. The foregoing regulations shall be deemed not to prohibit such removal of soil, loam, sand, clay, sand, barrow, gravel or stone as may be incidental to and necessitated by any building construction for which a building permit has been lawfully issued under the Zoning Local Law of the Town of Clermont, New York, prior to such earth materials removal.
 - b. The foregoing regulations shall also be deemed not to prohibit such removal from any lot or way of earth materials so far as may be necessitated by the construction or installation of utilities or other engineering works on such lot or in such way, or as may be necessitated in constructing ways, provided the layout lines and

grades of such works have been duly approved by the Planning Board prior to such removal.

HOME OCCUPATIONS:

There shall be no external display or advertising other than a single sign erected in accordance with the applicable sign regulations.

There shall be no external storage of vehicles, goods or materials for more than five (5) consecutive days in any given month unless such storage is permanently screened from adjoining property by either vegetation or fencing at least six (6) feet but not more than eight (8) feet in height.

Such home occupation shall always be secondary to the main residential use and may not change the residential character of the residence nor create a nuisance in particular in regard to noise, parking, odor, smoke, vibration, dust, heat or glare.

Not more than 40% of the total floor area of the residence or its accessory buildings may be used for the home occupation at any given time.

MEDICAL ESTABLISHMENT, COMMERCIAL RESIDENCES:

1. No building shall be located within one hundred (100) feet of any property line.
2. Primary access to such use shall not be a minor street or any other street designed to serve primarily as access to abutting residential properties.
3. Off-street parking areas and outdoor storage areas shall be screened from adjacent residential properties.
4. Any lighting shall be so arranged as to not cause glare on adjacent properties.

KENNELS:

1. All animal housing and related structures shall be at least two hundred fifty (250) feet from any property line.

TRAILERS AND MOBILE HOMES:

1. No occupied or unoccupied trailer or mobile home shall be parked or occupied in the Town of Clermont outside of an approved manufactured home park for more than forty eight (48) hours.
2. As an exception to Section 1 above, a permit may be issued for the parking and occupying a trailer or mobile home on land owned by the occupant or occupants during the construction of a house thereon for a period not to exceed one hundred eighty

(180) days. However, if material progress with house construction work ceases for a consecutive period of forty five (45) days, such permit shall become void.

3. Also as an exception to Section 1 above, this does not apply to existing individual mobile homes already in existence prior to the adoption of this Local Law. Such existing mobile homes may be replaced on their present sites with mobile homes that must conform to the provisions of this Article.
4. The under portion of the mobile home shall be properly enclosed within sixty (60) days with fire resistant materials.
5. No camp or travel trailer as defined herein shall be parked or occupied within the Town of Clermont for more than two (2) weeks except by the property owner for recreational purposes.

MANUFACTURED HOME PARKS

1. LICENSE REQUIREMENTS:

It shall be unlawful within the Town of Clermont for any person or persons to construct or operate a manufactured home park without first securing a written license from the Town Board and complying with the regulations of this Article. Any manufactured home park must have frontage on a state or county highway.

2. APPLICATION; FEE; RENEWAL:

- a. The application for such annual license or the renewal thereof shall be filed with the Town Clerk and shall be accompanied by a fee as per schedule. Thereafter, such manufactured home park shall be assessed on the tax rolls of the Town against the manufactured home park owners in accordance with Chapter 102 of the New York State Real Property Tax Law.
- b. The application for a license or renewal thereof shall be made on forms prescribed by the Town and shall include the name and address of the owner of the tract. (If the applicant is a person other than the owner, a duly verified statement by the owner that the applicant is authorized by him/her to construct or maintain the manufactured home park shall accompany the application.) Each license or renewal thereof shall expire on the 31st day of December following the issuance thereof.
- c. A license or renewal shall not be issued until the park or park sites have first been checked by the Zoning Enforcement Officer for verification that the park or park site complies with the regulations of this Article. If the Town Board finds that all conditions of this Local Law have been met, they shall approve issuance of a license by the Town Clerk. .

3. APPLICATION FOR A MANUFACTURED HOME PARK LICENSE:

Any applicant for a manufactured home park license shall state that he, as agent or owner, shall be responsible for the proper maintenance and upkeep of the proposed park and shall furnish the following information:

- a. Boundaries of plot areas
- b. Entrances, exits and walkways
- c. Manufactured home sites or lots
- d. Method and plan of sewage disposal
- e. Method and plan of garbage and refuse disposal
- f. Water supply
- g. Electric lighting
- h. Owners and operators name and addresses

4. Park Plan

- a. A manufactured home park shall have an area of not less than ten acres and shall be adequate to facilitate a minimum of twenty (20) manufactured homes. The term "facilitate" shall mean that a minimum of 20 spaces shall be ready for immediate occupancy and hookup without further approval of sewerage and water installations.

- b. No manufactured home lot or office or service building shall be closer to the street line or other property line than (50) feet. Margins along all property lines of the manufactured home park shall be planted and maintained with at least two (2) rows of evergreen trees staggered and spaced not more than sixteen (16) feet apart. The minimum height of the plantings shall be no less than six (6) feet.
- c. A manufactured home park shall be located on a well drained site suitable for the purpose, with all roads constructed to meet the specifications of the Town Board.
- d. Individual manufactured home lots shall have an area of not less than ten thousand (10,000) square feet.
- e. A minimum of 10 percent (10%) of the total park area shall be set aside and used for open space or recreational area for the park. Such land shall be suitable for such use and shall be maintained by the owner of the park in a neat and usable condition for the residents of the manufactured home park. Setbacks from streets and property lines required in "b" above shall not be deemed to be part of the required recreation or open space areas.
- f. No manufactured home shall be placed closer to any other manufactured home than thirty (30) feet. No carport, covered patio, or similar addition, whether enclosed or not, shall be placed closer to any manufactured home lot line than ten (10) feet.

- g. Parking spaces shall be provided at the rate of at least two (2) car spaces for each manufactured home plus an additional car space for each two lots for visitors. Parking spaces shall be not less than two hundred (200) square feet per space in area.

5. ADDITIONAL PROVISIONS:

Each manufactured home park shall provide conveniences, services and utilities, including water supply, sewage disposal and garbage disposal, commensurate with the following:

a. WATER SUPPLY:

There shall be a sufficient supply of pure, healthful drinking water approved by the Columbia County Department of Health. If the water is from a private source, testing will occur, as required by the Columbia County Department of Health at the expense of the license. Proof of tests will be submitted with license.

b. SEWAGE DISPOSAL:

Waste from each manufactured home shall be wasted into a public sewer system in a manner approved by the Columbia County Department of Health or into a private sewer system and disposal plant or septic tank approved by the same department.

c. REFUSE DISPOSAL:

Adequate refuse receptacles with tight fitting covers shall be provided for each manufactured home. These receptacles shall be kept in sanitary condition and emptied weekly by the licensee or his agent.

d. STORAGE:

Storage space within a building shall be provided in an amount equal to at least eighty (80) square feet for each manufactured home lot in the manufactured home park, and shall be located at the rear of the lot.

e. MAINTENANCE:

The under portion of the manufactured home shall be properly enclosed within sixty (60) days, with fire resistant material. All service buildings and the grounds of the camp or park shall be maintained in a clean, sightly condition and kept free of any condition that will menace the health of any occupant or the public or will constitute a nuisance.

f. REGISTRATION:

The licensee shall keep a record of all occupants of the park, noting names and addresses of each occupant, license number of all units and state issuing such license, if licensed. The licensee shall keep a copy of the register available for inspection at any reasonable time by any authorized person and shall not destroy such a registry until the expiration of twelve (12) months from the date of registration. It is mandatory that a copy of this registry be given to fire and emergency rescue departments in the Town.

g. INSPECTION:

Before any park commences operation, the Zoning Enforcement Officer, shall make an inspection of the premises to determine that all requirements of this Article shall have been complied

with and shall issue a Certificate of Occupancy/Compliance. No use shall be permitted until such certificate(s) have been issued.

h. REVOCATION OR SUSPENSION OF LICENSE:

The Town Board and/or its designated representative(s) shall have the authority to enter and inspect for health, sanitary and other provision of this Article, any facility licensed hereunder, at any reasonable time. If, upon inspection, it is found that the licenses has violated any provision of this Article, the Town Board has the power to suspend such license and order the manufactured home park removed or the manufactured home park closed, after notice and an opportunity to be heard.

i. SNOW REMOVAL:

Roads shall be kept passable and free of snow and ice by the licensee.

j. NUMBERING OF MANUFACTURED HOMES:

All manufactured home lots shall be numbered. The numbers shall be a minimum of four (4) inches in height, Arabic writing, made of reflective material and shall be prominently displayed on the manufactured home where it is most visible from the interior access roads.

All streets are to be named and marked on signs as approved by the Planning Board.

Manufactured homes in a manufactured home park shall be placed on an engineering designed and constructed slab of non-porous material.

k. All manufactured homes shall be securely anchored.

l. No additional living space shall be added to any manufactured home in a manufactured home park.

m. It is required that manufactured homes have peaked roofs to prevent the build up of heavy snow.

6. NONCONFORMING MANUFACTURED HOME PARKS

Manufactured homes presently located in nonconforming manufactured home parks may be replaced on existing lots within said manufactured home parks; however, any expansion of or addition to said manufactured home park must conform to the regulations provided in this chapter.

MULTI-FAMILY DWELLING

1. The required minimum lot area for a multi-family dwelling shall be the minimum lot area required for a single family dwelling in the zoning district in which the dwelling is to be located.

2. A minimum of two (2) parking spaces per dwelling unit is required. Location of parking will be determined by the Planning Board during site plan review process.

3. Access to and from public right of ways will be determined by the Planning Board at site plan review.
4. Driveways and parking spaces will be constructed and maintained to guarantee access for emergency vehicles.
5. Lighting will be determined by the Planning Board at site plan review.
6. Water and sewage systems shall be certified by the Columbia County Health Department as complying with the New York State Sanitary Code.
7. Adequate and sanitary provisions for external storage of household garbage shall be provided.
8. Access to the rear of structures for fire fighting equipment shall be determined by the Planning Board at site plan review. Review of the construction drawings and structure layout will be done by the Town Fire Chief as a part of site plan review as well.

COMMERCIAL RECREATIONAL

1. No structure shall be located within one hundred (100) feet of any property line.
2. Primary access to such use shall not be a street designed to serve primarily as access to abutting residential properties.
3. All activities of such use shall be contained on the site at sufficient distance from the boundaries, and shall be laid out as to not adversely affect surrounding properties and to assure that there is no danger to surrounding properties.
4. Off-street parking areas and outdoor storage areas shall be screened from adjacent residential properties.
5. Any lighting shall be so arranged as to not cause glare on adjacent properties.

TELECOMMUNICATION TOWER

1. Purpose:

The purpose of these supplemental regulations is to promote the health, safety and general welfare of the residents of the Town, to provide standards for the safe provision of telecommunications consistent with applicable Federal and State regulations, and to protect the natural features and aesthetic character of the Town.

These regulations are not intended to prohibit or have the effect of prohibiting the provision of personal wireless

services nor shall they be used to unreasonably discriminate among providers of functionally equivalent services consistent with current federal regulations.

2. Application of Special Use Regulations:

- a. No transmission tower shall hereafter be used, erected, moved, reconstructed, changed or altered except after approval of site plan approval and in conformity with these regulations. No existing structure shall be modified to serve as a transmission tower unless in conformity with these regulations.
- b. These regulations shall apply to all property within the Town.
- c. Exceptions to these regulations are limited to (i) new uses which are accessory to residential uses and (ii) lawful or approved uses existing prior to the effective date of these regulations.
- d. Where these regulations conflict with other laws and regulations of the Town, the more restrictive shall apply, except for tower height restrictions which are governed by these special use standards.

3. Standards:

- a. Site Plan - An applicant shall be required to submit a site plan as described in the administration section of this code. The site plan shall show all existing and proposed structures and improvements including roads and shall include grading plans for new facilities and roads. The site plan shall also include documentation on the proposed intent and capacity of use as well as a justification for the height of any tower or antennae and justification for any land or vegetation clearing required.
- b. Additionally, the Town shall require that the site plan include a completed Visual Environmental Assessment Form (Visual EAF) and a landscaping plan addressing other standards listed within this section with particular attention to visibility from key viewpoints within and outside of the municipality as identified in the Visual EAF. The Town may require submittal of a more detailed visual analysis based on the results of the Visual EAF.
- c. Shared Use - At all times, shared use of existing towers shall be preferred to the construction of new towers. Additionally, where such shared use is unavailable, location of antenna on pre-existing structures shall be considered. An applicant shall be required to present an adequate report inventorying existing towers within reasonable distance of the proposed site and outlining opportunities for shared use of existing facilities and use of other pre-existing structures as an alternative to a new construction:

1. An applicant intending to share use of an existing tower shall be required to document intent from an existing tower owner to share use. The applicant shall pay all reasonable fees and costs of adapting an existing tower or structure to a new shared use. Those costs include but are not limited to structural reinforcement, preventing transmission or receiver interference, additional site screening, and other changes including real property acquisition or lease required to accommodate shared use.
 2. In the case of new towers, the applicant shall be required to submit a report demonstrating good faith efforts to secure shared use from existing towers as well as documenting capacity for future shared use of the proposed tower. Written requests and responses for shared use shall be provided.
- d. Setbacks - Towers and antennae shall comply with all existing setbacks within the affected zone. Additional setbacks may be required to contain on site substantially all ice-fall or debris from tower failure and/or to preserve privacy of adjoining residential and public property. Setbacks shall apply to all tower parts including guy wire anchors, and to any accessory facilities.
 - e. Visibility - All towers and accessory facilities shall be sited to have the least practical adverse visual effect on the environment. Towers shall not be artificially lighted except to assure human safety as required by the Federal Aviation Administration (FAA). Towers shall be a galvanized finish or painted gray above the surrounding tree line and painted gray, green, black or similar colors designed to blend into the natural surroundings below the surrounding tree line unless other standards are required by the FAA. In all cases, structures offering slender silhouettes (i.e. monopoles or guyed tower) shall be preferable to free-standing structures except where such free-standing structures offer capacity for future shared use. Towers should be designed and sited so as to avoid, whenever possible, application of FAA lighting and painting requirements. Accessory facilities shall maximize use of building materials, colors and textures designed to blend with the natural surroundings.
 - f. Existing Vegetation - Existing on-site vegetation shall be preserved to the maximum extent possible, and no cutting of trees exceeding four (4) inches in diameter (measured at a height of four (4) feet off the ground) shall take place prior to approval of the special permit use. Clear cutting of all trees in a single contiguous area exceeding 20,000 square feet shall be prohibited.
 - g. Screening - Deciduous Or evergreen tree plantings may be required to screen portions of the tower from nearby residential property as well as from public sites known to include important views or vistas. Where the site abuts

residential or public property, including streets, the following vegetative screening shall be required. For all towers, at least one row of native evergreen shrubs or trees capable of forming a continuous hedge at least ten feet in height within two years of planting shall be provided to effectively screen the tower base and accessory facilities. In the case of poor soil conditions, planting may be required on soil berms to assure plant survival. Plant height in these cases shall include the height of any berm.

- h. Access and Parking - A road and parking will be provided to assure adequate emergency and service access. Maximum use of existing roads, public or private, shall be made. Road construction shall be consistent with standards for private roads and shall at all times minimize ground disturbance and vegetation cutting to within the toe of fill, the top of cuts, or no more than ten feet beyond the edge of any pavement. Road grades shall closely follow natural contours to assure minimal visual disturbance and reduce soil erosion potential. Public road standards may be waived in meeting the objectives of this subsection.

4. Authority to Impose Conditions:

The Town shall have the authority to impose such reasonable conditions and restrictions as are directly related to and incidental to the proposed telecommunication tower special use or site plan.

- a. Removal upon Abandonment: Such conditions may include provisions for dismantling and removal of towers and accessory facilities upon abandonment of use.

4.15 NONCONFORMING USE

The lawful use of any building or land existing at the time of the enactment of this Local Law may be continued although such use does not conform to the provisions of this Local Law.

1. DISCONTINUANCE

When any existing nonconforming use of land or buildings has been discontinued for one (1) year, the land and buildings shall thereafter be used only in conformity to this Local Law, except that the Zoning Board of Appeals after a public hearing may permit the resumption of said nonconforming use. The only exception to this would be where the land and buildings had formerly been used for agriculture.

2. CONSTRUCTION APPROVED PRIOR TO ADOPTION OF OR AMENDMENT TO THIS LOCAL LAW

Nothing herein contained shall require any change in plans, construction or designated use of a building for which a building permit has been issued and the construction of which shall have been diligently prosecuted within three (3) months of the date of such permit and the ground story framework of which, including the second tier of beams, shall have been completed within six (6) months (or one (1) year) of the date of the permit, and which entire building shall

be completed according to such plans within one (1) year (or two years) from the date of this Local Law.

3. CHANGES

Once changed to a conforming use, no building or land shall be permitted to revert to a nonconforming use. A nonconforming use may be changed to a use of the same or higher classification, and such use thereafter shall not be changed to a lower classification. The only, exception to this would be where the land and buildings had formerly been used for agriculture.

4. CESSATION OF PRE-EXISTING AUTOMOBILE OR JUNK YARDS

Notwithstanding any other provisions of this Local Law, any nonconforming automobile wrecking yard or junk yard in existence at the date of enactment of this Local Law shall at the expiration of three (3) years from such date become a prohibited and unlawful use and shall be discontinued.

5. EXPANSION

Any nonconforming use may be expanded up to one hundred (100) percent of the existing size at the time of the adoption of this Local Law as a special permit use by the Zoning Board of Appeals upon the recommendation by the Planning Board. For the purpose of this section, the following shall be taken into consideration when determining the "existing size" of a nonconforming use or building:

- a. The percentage of lot area covered or utilized by the nonconforming building or use at the time of adoption of this Local Law;
- b. The capacity of the nonconforming use at the time or adoption of this Local Law.

6. DESTRUCTION

Any nonconforming structure or structures housing a nonconforming use, if destroyed in whole or part by a fire, explosion, or act of God, may be rebuilt or restored to occupy the same space on the same lot and not to exceed the same height of the original structure.

4.16 SITE PLAN REVIEW

1. INTENT AND GENERAL ADMINISTRATION

The intent of site plan approval is to determine the compliance of a proposed land use with the intent and purposes of this Local Law and the Town of Clermont's plans, and to evaluate if any land use may cause a conflict with existing land uses or with the natural site conditions or community character of Clermont.

The Planning Board shall review and approve, approve with conditions or disapprove all site plans required by this Law for the uses listed in Article III of this Law. The Planning Board may, where appropriate, require that site plans be prepared by a licensed architect, engineer, landscape

architect or surveyor. Such requirement shall be based on the complexity of the site features and of the proposed structure or structures or land use.

The Planning Board shall have the authority to impose such reasonable conditions and restriction as are directly related to and incidental to a proposed site plan.

The Planning Board is empowered to, when reasonable, waive any requirements for the approval, approval with conditions or disapproval of submitted site plans. Any such waiver, which shall be subject to appropriate conditions set forth herein, may be exercised in the event any such requirements are found not to be requisite in the interest of the public health, safety and general welfare of the public or inappropriate to a particular site plan.

The Planning Board may consider all site plan elements defined within New York State Town Law Section 274-a including but not limited to: parking, means of access, screening and landscaping, signs, architectural features, location and dimensions of buildings, adjacent land uses and physical features meant to protect adjacent land uses and other additional elements which may be relevant to a particular site plan in the interest of the public health, safety and general welfare.

2. SUBMISSION OF SITE PLAN

A site plan shall be submitted to the Planning Board for review and shall include the following information:

- a. Title of drawing, including name and address of applicant.
- b. Proposed site plan generally, showing locations of buildings and structures, parking areas, drives, landscaping, proposed open spaces, recreation areas, setback and ingress and egress.
- c. Existing natural features such as watercourses, water bodies, wetlands, wooded areas. Features to be retained or disturbed should be noted.
- d. Location of proposed land uses and their areas in acres and location, as well as the proposed use and dimensions of all buildings.
- e. Location of all existing and proposed site improvements, including streets, drives, drains, culverts, retaining walls, fences and easements, whether public or private.
- f. Description and locations of sewage and water systems consistent with County Health Department or other applicable requirements.
- f. Location and proposed development of buffer areas and other landscaping.
- g. Location of all parking and loading areas, with ingress and egress.
- h. Location, design and size of all signs and lighting structures.
- i. Approximate locations and dimensions of areas proposed for parks, playgrounds, or open spaces.
- j. Grading and erosion control plan including provisions for

storm water management.

3. SITE PLAN REVIEW CRITERIA

The Planning Board review of a site plan shall include those items previously noted and to the following considerations:

- a. Adequacy and arrangement of vehicular and pedestrian traffic access and circulation.
- b. Location, arrangement and sufficiency of off street parking and loading.
- c. Location, arrangement, size and design of buildings, lighting and signs.
- d. Relationship of various uses to one another and their scale.
- e. Adequacy, type and arrangement of trees, shrubs, and other landscaping constituting a visual and/or noise deterring buffer between adjacent land uses and adjoining lands.
- f. Adequacy of storm water and sanitary disposal.
- g. Adequacy of structures, roadways and landscaping in areas susceptible to flooding, ponding and/or erosion.
- h. Compatibility of development with natural features of the site and its surroundings.
- i. Adequacy of open space for recreation or retention of natural areas such as habitats, wetlands and wooded areas.

In the review of a site plan, the Planning Board may consult with other Town, County or public officials, professional advisors or other persons knowledgeable of the site, its surroundings, or of matters relevant to the site plan.

4. SITE PLAN REVIEW PROCEDURES

Pre-Application Conference. A prospective applicant may, at his or her option, request an informal pre-application conference with the Planning Board for the purpose of discussing the relevant standards for approval and any potential problems or issues.

Application. Application for review of a site plan shall be made to the Planning Board who shall make a written determination as to whether a site plan application is complete within 15 days of receipt of the application. If the application is complete, the applicant may be placed on the Planning Board agenda for formal review.

Public Hearing. A public hearing on any site plan with a complete application shall be held within sixty-two (62) days of receipt of such application. Such hearing shall comply with all New York State statutory provisions including the Open Meetings Law. This time may be extended by mutual consent of the Applicant and Planning Board.

Decision. The Planning Board shall make its decision on the application within sixty-two (62) days of the closing date of the public hearing, which time may be extended by mutual consent of the Applicant and the Planning Board. The decision shall be filed in the office of the Town Clerk within five (5) business days and a copy thereof mailed to the Applicant.

Endorsement. Upon approval, the Planning Board shall endorse its approval with or without conditions on a copy of the approved Site Plan and shall forward that to the Building Inspector. With disapproval, the Planning Board shall inform the Building Inspector in writing.

4.17 FLOOD AREA OVERZONE

GENERAL

The areas of the municipality which are subject to periodic inundation as described by the Flood Hazard Boundary map issued by the Federal Flood Insurance Administration and as delineated on the Zoning Map are designated as a Flood Area Overzone for the purposes of protecting human life and preserving the environmental resources of the Roeliff Jansen Kill, preventing material losses, and reducing the cost of public rescue and relief efforts occasioned by the unwise occupancy of areas subject to floods.

In order to accomplish its purposes, this Local Law uses the following methods with regard to the flood hazard are:

1. Restrict or prohibit uses which are dangerous to health, safety and property due to water or erosion or in flood height or velocities;
2. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
3. Control the alteration of natural flood plains, storm channels and natural protective barriers, which are involved in the accommodation of flood waters;
4. Control filling, grading, dredging and other development which may increase flood damage;
5. Prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or which may increase hazards to other lands; and .

Within the Flood Area Overzone, no person shall erect, construct, enlarge, alter, repair, improve, or move or commence such activity as mining, dredging, filling, grading, paving, excavation, or drilling without first obtaining a zoning permit from the Zoning Enforcement Officer.

ZONING ENFORCEMENT OFFICER FLOOD HAZARD AREA DUTIES:

The Zoning enforcement Officer shall review all zoning permit applications for activities with the Flood Hazard Area and shall not issue a permit unless the following requirements are met:

1. RESIDENTIAL CONSTRUCTION

New construction or substantial improvement of any residential structure shall have the lowest floor, including the basement, elevated to or above base flood elevation.

2. NONRESIDENTIAL CONSTRUCTION

New construction or substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including the basement, elevated to the level of the base flood elevation or, together with attendant utility and sanitary facilities that are below the base flood level, the walls will be substantially impermeable, be flood proofed so structure is water tight to the passage of water and capability of resisting effects of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied.

3. ANCHORING

All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.

All manufactured homes shall be anchored to resist flotation, collapse or lateral movement by providing over-the-top and frame ties to ground anchors. Specific requirements shall be that:

- a. Over-the-top ties shall be provided at each end of the manufactured home with two additional ties per side at intermediate locations and manufactured homes less than fifty (50) feet long require one additional tie per side;
- b. Frame ties shall be provided at each corner of the home with five additional ties per side at intermediate points and manufactured homes less than fifty (50) feet long requiring four additional ties per side;
- c. All components of the anchoring system shall be capable of carrying a force of 4,800 pounds; and,
- d. Additions to the manufactured home shall be similarly anchored.

4. CONSTRUCTION MATERIALS AND METHODS

- a. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- b. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.

5. UTILITIES

- a. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- b. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters; and
- c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

6. SUBDIVISION PROPOSALS

- a. All subdivision proposals shall be consistent with the need to minimize flood damage.
- b. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage.
- c. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.
- d. Base flood elevation data shall be provided for subdivision proposals and other proposed development which contain at least five (5) or five (5) acres.

7. USES PERMITTED AND DENSITY CONTROL

In addition to the above requirements, the uses permitted and the density and bulk regulations of the underlying district shall apply in determining if the requirements of this zoning Local Law are met.

FOR THE PURPOSE OF THE DETERMINATION OF THE ADMINISTRATION OF THIS SECTION, THE ZONING ENFORCEMENT OFFICER/BUILDING INSPECTOR SHALL REQUIRE THE APPLICANT TO FURNISH THE FOLLOWING INFORMATION:

- 1. Elevation in relation to mean sea level, of the lowest floor (including the basement) of all structures.
- 2. Elevation in relation to mean sea level to which any non-residential structure has been flood proofed, if any.
- 3. Certification by a registered professional engineer or architect that any non-residential flood proofed structure meets the flood proofing criteria in Section "NON-RESIDENTIAL CONSTRUCTION" previously mentioned.
- 4. Description of the extent to which any water course will be altered or relocated as a result of proposed development.

8. VARIANCES

Notwithstanding, the Zoning Board of Appeals after Planning Board review and upon a finding that an area described by an application submitted by an owner or his agent within a Flood Plain Zoning

District is safe from flooding may permit such area within the Flood Plain District to be used in accordance with the regulations (including use, area, bulk and or height) specified for the underlying district of the overzone. An applicant applying for such permission shall produce sufficient evidence that the area covered by the application is now actually safe from flooding and may include engineering surveys and reports. Evidences shall also be submitted that sewage disposal, water supply and surface drainage are adequate to serve the intended Use.

ARTICLE V - ADMINISTRATION

5.1 CODE ENFORCEMENT OFFICER

A code enforcement officer appointed by the Town Board and meeting all applicable requirements of such position as promulgated by the New York State Department of State shall administer and enforce all provisions of this Local Law. No building permit required under the New York State Uniform Fire Prevention and Building Code and/or any successive applicable code shall be issued unless the project or application meets all the standards, criteria, elements and permits of this Local Law. If no building permit is required to undertake a project or land use, the Code Enforcement Officer shall be

responsible for ensuring that the project or land use meets all the standards, criteria, elements and permits of this Local Law.

The Town Board may make and adopt any such procedures and forms as are necessary for the property enforcement and administration of this Local Law.

5.2 APPLICATION FEES

Fees provided for by this Local Law or otherwise defined by the Town Board shall be paid upon the submission of any petition, application, or appeal, in such amount as will be established by the Town Board from time to time. In addition to the fees provided for herein, an additional fee may be charged to applicants or petitioners for required legal and/or technical review. Any such additional fee shall reflect the actual costs of the reasonable and necessary legal and/or technical assistance required and shall be similar in scope to fees charged by municipalities in the immediate Columbia, Dutchess and Greene county region.

5.3 ENFORCEMENT

PENALTIES

Any person owning, controlling, or managing any building, structure, land or premises wherein or whereon there shall be place on or there exists or is practiced or maintained anything or any use in violation of any of the provisions of the Local Law shall be guilty of an offense and subject to a fine of not more than five hundred dollars (\$500) or to imprisonment for a period of not more than six (6) months, or both such fine and imprisonment, or by penalty of five hundred dollars (\$500) to be recovered by the Town in a civil action. Each week's continued violation, disobedience, omission, neglect or refusal shall be deemed and constitute a separate additional violation. Where the person committing such violation is a partnership, association or corporation, the principal executive officer, partner, agent or manager may be considered to be the "person" for the purpose of this Section.

ADDITIONAL REMEDY

In case of any violation or threatened violation of any of the provisions of this Local Law, or conditions imposed by a building permit, in addition to other remedies herein provided, the Town may institute any appropriate action or proceeding to prevent such unlawful erection, structural alteration, reconstruction, occupancy, moving and/or use, to restrain, correct or abate such violation, to prevent the occupancy of such building, structure or land, or to prevent any illegal act, conduct, business or use in or about such premises.

STOP WORK ORDER

The Town Board herein grants to the Building Inspector / Code Enforcement Officer the administrative responsibility of immediately terminating any improper or illegal actions under this Local Law by posting a Stop Work Order on the premises wherein the violation has

occurred or is occurring.

Whenever such Building Inspector / Code Enforcement Officer has reasonable grounds to believe that work on any building or structure is being pursued in violation of the provisions of any applicable laws, rules or regulations, or not in conformity with the provisions of any application, plans or specifications, on the basis of which a permit was issued, or in an unsafe or dangerous manner, he shall notify the owner of the property, or the owner's agent to suspend all work and such person(s) shall forthwith stop such work and suspend all building activities until the Stop Work Order has been rescinded. Such order and notice shall be in writing, shall state the conditions under which the work may be resumed and shall be served upon a person to whom it is directed, either by delivering it personally to him or her, or by posting the same upon a conspicuous portion of the building or site where the work is being performed and sending a copy of the same to such person by certified mail at the address set forth in the application for permission for construction, alteration, etc. of such building, structure or site.

If all pertinent provisions of this Local Law, together with any other conditions specified by the Building Inspector / Code Enforcement Officer are met, then the Stop Work Order is rescinded.

MISREPRESENTATION

Any Town permit or approval granted under this Local Law, which is based upon or is granted in reliance upon any material misrepresentation or failure to make a material fact of circumstance known, by or on behalf of an applicant, shall be void. This section shall not be construed to affect any of the remedies available to the Town under this Local Law.

COMPLAINTS OF VIOLATIONS

Whenever a violation of this Local Law occurs, any person may file a complaint in regard thereto. All such complaints shall be filed with the Building Inspector / Code Enforcement Officer, who shall require such complaint to be properly investigated and appropriate action taken.

TAXPAYER ACTION

Upon failure or refusal of the Building Inspector / Code Enforcement Officer or the Town Board to institute an appropriate legal action or proceeding regarding a violation of this Local Law for a period of ten (10) days after written request by a resident taxpayer of the Town to do so, any three (3) taxpayers of the Town residing in the district in which such violation exists, who are jointly or severally aggrieved by such violation, may institute such appropriate action or proceeding in the same manner

as the Building Inspector / Code Enforcement Officer or of the Town Board.

5.4 CERTIFICATE OF OCCUPANCE/COMPLIANCE

It shall be unlawful for an individual, owner, tenant leasee or occupant of any kind to use or permit the use of any building or premises, or part thereof, hereafter created, erected, changed, converted or enlarged, wholly or partly, in its use or structure, until a Certificate of Occupancy/ Compliance shall have been issued by the Zoning Enforcement Officer. Such certificate shall state that such building or premises, or part thereof, and the proposed use thereof are in complete conformity with the provisions of this Local Law and the approved site plan where required. It shall be the duty of the Zoning Enforcement Officer to issue a Certificate of Occupancy/ Compliance provided that he is satisfied that the building and the proposed use of the building or premises conform with all the requirements herein set forth.

Under the Rules and Regulations as may be established by the Town Board, a temporary Certificate of Occupancy/Compliance for part of a building may be issued. Any temporary Certificate of Occupancy/Compliance may be issued by the Building Inspector for a term defined at his or her discretion of no more than six months.

Any non-conforming use shall not be maintained, renewed, changed, or extended without prior site plan review and a Certificate of Occupancy/Compliance having first been issued by the Zoning Enforcement Officer, subject to other requirements of this Local Law.

A Certificate of Occupancy/Compliance shall be deemed to authorize and is required for both initial or continued occupancy and use of the building or land to which it applies, and shall continue in effect as long as in full conformity with the provisions of this Local Law and any requirements made pursuant thereto. On the serving of notice of any violation of any of the said provisions or requirements in respect to any building or the use thereof or of land, the Certificate of Occupancy/Compliance for such use shall thereupon become null and void and a new Certificate of Occupancy/Compliance shall be required for any further uses of such building or land.

The Zoning Enforcement Officer shall maintain a record of all Certificates.

TOWN OF CLERMONT LAND USE PERMIT FLOW CHART

APPLICANT ZONING ENFORCEMENT OFFICER

1. Define Use Proposed and Permits Needed
2. Application Packet Distributed w/ Schedule of Meetings

