



# TOWN OF ROTTERDAM COMPREHENSIVE PLAN AMENDMENT APPLICATION

## PROCEDURES TO APPLY FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN

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- 1) The applicant must complete the following and present the application to the Town Planner. The Town Planner will determine if the application is complete and schedule a review of the application before the Comprehensive Plan Advisory Committee, which meet on a bi-annual basis. The Comprehensive Plan amendment process may take up to six (6) months or more to complete depending upon the next scheduled meeting date of this committee.
- 2) The Comprehensive Plan Advisory Committee will review the application(s) it has received and will prepare a report that is then transmitted to the Town Board for review.
- 3) The Town Board makes a decision whether or not to consider the application(s). If the Town Board refuses to consider the application the applicant will be notified that the Town Board has elected not to take action on the request. If the Town Board makes a decision to consider the application, it will call for a public hearing and transmit a 239-m referral to the Schenectady County Planning Department for comment.
- 4) Public Hearing - The Town Board will conduct a public hearing on the Comprehensive Plan amendment request and will makes a decision to approve or deny the application.

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### Existing Comprehensive Plan Land Use Classification(s):

\_\_\_\_\_

### Proposed Comprehensive Plan Land Use Classification(s):

\_\_\_\_\_

1. Applicant Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

2. **(Text Amendment Only)**What section, passage, phrase or word in the Town of Rotterdam Plan do you believe needs to be amended? Please include chapter, page and section reference.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **(Map Amendment Only)**What section(s) of the map is in the Town of Rotterdam Comprehensive Plan land do you believe needs to be amended?

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4. Describe changed condition justifying amendment:

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5. Why does the map, section, passage, phrase or work need to be amended?

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6. Describe whether and how the proposed amendment is consistent with the Town of Rotterdam's Comprehensive Plan:

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7. Precise wording of proposed amendment to text as an alternative to this section, passage, phrase or word of the Comprehensive Plan:

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8. Describe the extent to which proposed amendment is compatible with existing land uses:

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9. Describe extent to which proposed amendment affects the capabilities of public facilities and services:

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10. Describe the extent of environmental impacts on the resources of proposed amendment:

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11. Describe the extent to which proposed amendment will result in orderly development and conforms to the existing land use development patterns:

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Assessor Tax Parcel Number(s) of property proposed for reclassification: \_\_\_\_\_

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Street Address of Proposed Site (if any): \_\_\_\_\_

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Describe Existing Use(s) on Proposed Site: (commercial, vacant, residential, buildings, well, sewer drainfield, etc.)

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**LEGAL INFORMATION**

Location of Proposal Site: (General description by which direction and how far from roads and intersections and other community features)

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Name of Public Road(s) Providing Access: \_\_\_\_\_

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I have attached an assessor's map of the proposed site: ( ) Yes ( ) No

(All applications must contain an attached assessor's map of the properties proposed for reclassification)

If you do not hold title to property, what is your interest in it? \_\_\_\_\_

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**AFFIDAVIT**

I, \_\_\_\_\_, being duly sworn, depose and say that I apply for the request contained herein, and that all answers, information, sketches, data and other supplementary information attached to or included herewith as part of this application, are accurate and true to the best of my knowledge and belief.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Date