

**Town of Rotterdam
Waiver of Site Plan Review Application
93 W. Campbell Road**

The following applicant requests a Waiver of Site Plan Review. The following documentation is required for Planning Commission review:

1. Copy of Site Plan Map (8 X 11) that identifies:
 - Kiosk or tenant space (highlighted).
 - Clearly identified with space number

2. On a separate sheet of paper provide a descriptive narrative of use and activity occurring on the site including but not limited to:
 - Number of employees
 - Exact nature of business and hours of operation.

3. A completed Commercial Building Permit Application.

4. \$50.00 application fee (checks only – payable to the Town of Rotterdam).

APPLICANT(S): _____

ADDRESS: _____

DAYTIME TELEPHONE: _____ (FAX) _____

PROJECT ADDRESS: 93 W. Campbell Road, Schenectady, NY 12306

REQUEST: _____

LICENSE AGREEMENT DATE: _____ AREA: _____

TERM: FROM _____ TO _____ KIOSK OR TENANT SPACE #: _____

By signing the application, it is understood by the applicant that he/she must fully comply with the Town Code and obtain any required permits.

SIGNATURE OF APPLICANT _____ DATE _____

* The Planning Commission meets on the first and third Tuesday of each month. All pertinent information and fee must be submitted to the Planning Commission Office at least ten (10) days prior to the meeting.

** All businesses located in the Town of Rotterdam must receive Planning Commission approval and a Certificate of Compliance issued by Building Inspector prior to occupancy.