



Complete Application Guideline

A complete application for Orleans County Board review must include the following:

- County Planning Board Zoning Referral Form
- Agricultural Data Statement (if applicable)
- Completed Environmental Assessment Form (EAF) as well as all other materials used by the referring body to make the determination of significance under SEQR
- Complete text of zoning regulation Proposal/amendment (if applicable)
- Report from local planning board on new land use regulation, zoning amendments and comprehensive plans (if applicable)
- Copy of Site Plan (if applicable)
- Municipal board meeting minutes or resolution of the proposed action being sent to the Orleans County Planning Board for their review.
- Any other documents that are associated with the proposed application.

For each referral, the Orleans County Planning Board considers:

- Proposed project on current land use.
- Does the proposed project impact neighboring land uses?
- Effects on traffic.
- Protection of community character and appearance.
- Does the proposed application fit within the official development plans of the county and the submitting municipality?