



TOWN OF EAST HAMPTON PLANNING BOARD

Telephone (631) 324-2696
Fax (631) 324-1476

REQUEST TO MODIFY SUBDIVISION / SITE PLAN (Prior to Issue of Certificate of Occupancy)

INSTRUCTIONS: This form may NOT be used if a Certificate of Occupancy has been issued, reflecting satisfactory completion of the plans you now wish to change. If no Certificate of Occupancy has been issued, complete this form and submit it to the Planning Board with the required \$525.00 fee, made payable to the Town of East Hampton. The Board reserves the right to request additional information if necessary to properly evaluate this request. If additional information is required, you will be notified by mail.

TYPE OF PROJECT:

- Subdivision
- Minor Subdivision
- Site Plan
- Site Plan / Special Permit

PROJECT NAME:

Approved by Planning Board? Yes No Approval Date: _____

Suffolk County Tax Map #: 300-_____ Hamlet: _____

Street Address: _____

Current Owner of Record:

CONTACT INFORMATION: (Where all correspondence is to be sent)

NAME: _____

ADDRESS: _____

PHONE (____) _____ (____) _____

REQUEST TO MODIFY PLANS RELATING TO: (Please check all that apply)

- Interior / Exterior Construction
- Landscaping
- Land Use
- Lot Line
- Lighting
- Other _____

PLEASE LIST THE CHANGE(S) PROPOSED: (Attach additional sheets of paper if needed.)

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REASON(S) FOR REQUEST TO MODIFY PLAN(S): (Attach additional sheets of paper if needed.)

AUTHORIZATION

I, the owner, hereby authorize the Planning Department and the Planning Board to enter the subject parcel to review the pending request for a modification.

Signed: _____

ACKNOWLEDGEMENT

STATE OF _____)

ss:

COUNTY OF _____)

On the _____ day of _____, in the year _____, before

me personally appeared _____,
personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to this instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.