David VanLuven
Town Supervisor

Robert Leslie, AICP
Director of Planning

TOWN OF BETHLEHEM
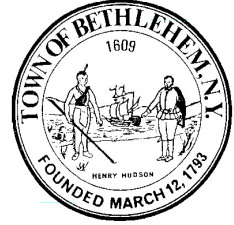*Albany County - New York*
ECONOMIC DEVELOPMENT AND PLANNING
445 DELAWARE AVENUE
DELMAR, NEW YORK 12054
(518) 439-4955 x1189
Fax: (518) 439-5808
Email: kreid@townofbethlehem.org

DEVELOPMENT PLANNING COMMITTEE (DPC) SKETCH PLAN APPLICATION
Applications are due a minimum of seven (7) business days prior to the DPC meeting.
Please submit three (3) hard copies of the plans, as well as a pdf version of each item to
Elizabeth Staubach (estaubach@townofbethlehem.org – ext. 1189).

DPC meetings occur on the third Thursday of each month. During a meeting of the DPC, prospective developers introduce development concepts and receive feedback from the Town on a variety of development related issues, including but not limited to, the following:

- Consistency with the planning, zoning, building code and land use regulations,
- Environmental impacts,
- Compliance with stormwater regulations,
- Neighborhood compatibility,
- Availability and adequacy of public facilities and infrastructure (water mains, storm drainage, sanitary sewer, and roads),
- Consideration of fire and life safety,
- Potential for land conservation or park land development, and
- Economic and fiscal impacts.

The issues discussed during the DPC meeting are not intended as a full project review. Once submitted to the Town of Bethlehem Planning Board, each project will receive a full review by the Board, appropriate Town Departments, and/or a Town Designated Engineer.

To be completed by Applicant, Developer or Owner:

1. Project Name:
2. Phase/section:
3. Tax map ID numbers involved:
4. Address of project:
5. Owner contact information:
6. Developer contact information:
7. Engineer contact info:
8. Surveyor contact info:
9. School District(s) of parcel:
10. Fire District(s) of parcel:
11. Is the parcel in the sewer district?:
12. Is the parcel in the water district?:
13. Existing zoning classification(s):
14. Proposed zoning classification(s):
15. Proposed use/Project Description (number of lots/units):