

**TOWN OF GLENVILLE  
REQUIREMENTS FOR SUBMITTING APPLICATIONS**

<b>Type of Application</b>	<b>Review Board(s)</b>	<b>Fee(s) Required</b>	<b>Submission Deadline</b>
Minor Subdivision	GECC & PZC	Application, SEQRA & Rec. Impact Fee or Land Set Aside, MS4	12 Days Prior to GECC/14 days prior to PZC
Major Subdivision	GECC & PZC	Application, SEQRA & Rec. Impact Fee or Land Set Aside, MS4	12 Days Prior to GECC/14 days prior to PZC
Concept	PZC	Review Fee	14 Days Prior to PZC
Site Plan Review (new structure)	GECC & PZC	Application & SEQRA, MS4	12 Days Prior to GECC/14 days prior to PZC
Site Plan Review (exist. structure.)	GECC & PZC	Application & SEQRA, MS4	12 Days Prior to GECC/14 days prior to PZC
Conditional Use Permit	GECC, PZC & ZBA	Application & SEQRA	12 Days Prior to GECC/14 days prior to PZC
Area Variance	ZBA	Application	14 Days Prior to ZBA
Use Variance	GECC & ZBA	Application & SEQRA	12 Days Prior to GECC
Change of Zoning	GECC, PZC & Town Board	Application & SEQRA	12 Days Prior to GECC/14 days prior to PZC

**MEETING SCHEDULE**

GECC: (Glenville Environmental Conservation Commission) - 4th Monday of every month at 7:00 PM

PZC: (Planning and Zoning Commission) - 2nd Monday of every month at 7:00 PM

ZBA: (Zoning Board of Appeals) - 4th Monday of every month at 7:00 PM

Town Board: Sept. through May - 1st and 3rd Wednesday of the month at 7:30 PM  
June, July & August - 3rd Wednesday of the month at 7:30 PM