

# Local Government Training

*Site Plan Review*

*Special Use Permits*

*And*

*Smart Growth*

**Thursday, November 10, 2011  
4:00 PM – 8:00 PM**

**Town of Chenango  
Community Hall  
1529 State Route 12  
Binghamton, NY 13901**

(Parking will be available onsite.)

*Presented by:*

**NYS Department of State**

*Sponsored by:*



**Broome County  
Department of Planning and Economic Development  
Frank Evangelisti, Acting Commissioner**

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Broome County Department of Planning  
and Economic Development  
Broome County Office Building  
P.O. Box 1766  
Binghamton, NY 13902-1766

## Course Description:

**Site Plan Review.** This course discusses the statutory authority local governments have to review site plans. It addresses the scope and content of a site plan and the role of the site plan in municipal review of development projects. It discusses design in site plan review. (1 Hour) **Code Enforcement Officers may receive 1 hour of In-Service Credit.**

**Special Use Permits:** Some uses require additional review and should be granted permission only if the application meets certain conditions. This course discusses the scenarios in which the special use permit is most helpful and the rules local boards must follow for reviewing and approving such permits. (1 Hour) **Code Enforcement Officers may receive 1 hour of In-Service Credit.**

**Smart Growth:** This course defines Smart Growth, illustrates its key principles and gives examples of county planning that encourage inter-municipal cooperation and healthy patterns of community change. It discusses innovative land use tools that allow municipalities to implement the principles of Smart Growth such as official maps, incentive and performance zoning, planned unit development and cluster subdivision. (1.5 Hours) **Code Enforcement Officers may receive 1 hour of In-Service Credit.**

### **Presenters:**

Catherine M. Hamlin, Land Use Training Specialist  
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John-David Wood, Land Use Training Specialist  
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New York State Department of State  
Division of Local Government  
One Commerce Plaza: 99 Washington Avenue  
Albany NY 12231-0001  
Website: [www.dos.state.ny.us](http://www.dos.state.ny.us)  
Tele: 518-473-3355

*The Broome County Department of Planning and Economic Development recommends these courses be counted toward the four (4) hours of municipal training required by State Law of members of Planning Boards and Zoning Boards of Appeals.*

*We encourage Planning Board and Zoning Board of Appeals Members, Elected Local Officials, Code Enforcement Officers, Municipal Attorneys, Engineers, Planners and other Municipal Staff to attend.*

## Registration

There are no fees for these trainings. However, please pre-register by **Monday, November 7, 2011.**

**PLEASE PRE-REGISTER ONLINE AT:**

[www.gobroomecounty.com/registration](http://www.gobroomecounty.com/registration)

**OR FAX YOUR REGISTRATION TO: 607.778.2175**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Please place an X in the box next to the session(s) you plan to attend:**

- Site Plan Review (4:00 PM to 5:00 PM)
- Special Use Permits (5:00 PM to 6:00 PM)
- Break (Refreshments) (6:00 PM to 6:30 PM)
- Smart Growth (6:30 PM to 8:00 PM)

**If you only plan to attend Smart Growth, please arrive by 6:15 PM in case we are able to finish the break and start this training sooner.**

**OR MAIL YOUR REGISTRATION TO:**

Broome County Department of Planning and  
Economic Development  
Broome County Office Building, PO Box 1766  
Binghamton, NY 13902-1766  
Please call 607.778.2370 if you have questions.

**Please return registration forms by  
Monday, November 7, 2011.**

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