

APPLICATION FOR SPECIAL USE PERMIT

OFFICIAL USE ONLY

Code Enforcement Officer review _____

Date Acpt'd by Town Clerk _____

Fee Paid (Y/N)and amount _____

Date Rec'd by Planning Bd. _____

Date of Hearing _____

Date of Action _____

Special Use Permit No. _____

Date application submitted _____

Name _____ Phone # _____

Signature _____

Mailing Address _____

Name of Owner of Record (if different from applicant) _____

Mailing Address _____

Relationship of applicant to property (if different from owner of record)

Nature of special use applied for _____

Property tax map (SBL) number _____

Location (street address) of property _____

Section of Land Use Law in which this requested special use is found _____

REQUIRED ATTACHMENTS (3 copies each)

1. Tax Map sections(s) covering application property and surrounding parcels to a distance of 500 feet, including names and addresses of adjacent property owners.
2. Complete the attached Short Environmental Assessment Form (EAF). NOTE: If the Planning Board, on reviewing the Environmental Assessment form, finds a significant adverse impact may result from the project, it must require completion of an Environmental Impact Statement, done to its satisfaction, before deciding on the permit application.
3. Preliminary site plan, with accurate dimensions, and written statement of intent. (May be done, to a specified scale, on the grid sheet provided.) Such a plan shall include:
 - Scale at which it is drawn and direction of North;
 - Location and dimensions (to include setbacks from property lines) of existing and proposed buildings;
 - Location, layout, and dimensions of parking area and driveway(s);
 - Location of available utilities hookups or access;
 - Location of well and on-site sewage disposal system;
 - Location and description of any fencing or vegetative screening;
 - Location and description of any outdoor lighting;
 - Directions(s) of slope of land;
 - Location of all footer drains, roof drains, streams, ditches, catch basins, retention/detention ponds;
 - Location and description of any business signs.

[NOTE: For final Site Plan Approval, the Planning Board may require the submission of additional information drawn from the list in Section 606.4 of the Town of Fenner Land Use Ordinance. When the property location does not pose problems for existing neighboring uses, when care is taken in the sit design; and when the site does not have serious physical shortcomings; then smaller scale development projects stand a reasonable chance of receiving such Site plan Approval upon the planning Board's consideration of a preliminary site plan containing only the above information and the SEQR EAF mentioned above—typically after a single Planning Board meeting. Larger projects or those proposed for environmentally sensitive land will typically require submission of the above site plan material. The applicant may either submit all the information listed in Section 606.4 in the initial submission with the application or submit initially only the preliminary site plan and the SEQR EAF. The first alternative might allow a faster decision by the Planning Board, while the second might save the applicant the cost of preparing material the Planning Board would not have required.]

ACTION BY THE TOWN OF FENNER PLANNING BOARD

Approved: _____

Disapproved: _____*

Conditionally Approved: _____**

*Reason(s) for Disapproval:

**Conditions Made Part of Approval: