

APPLICATION for a SPECIAL PERMIT

Fee: \$175

Applicants please note:

*Applications are due by the second Monday of the month.

*A public hearing will be scheduled for the month following receipt of the application, allowing time for the Planning Board to receive the Madison County Planning Board report.

*General Municipal Law 239m requires that most applications received locally be submitted to the Madison County Planning Board for review and recommendation.

*The County has 30 days from their receipt of the application to respond to the local board.

*The Planning Board will not make a decision until they receive the County review and recommendation.

*If a variance is needed the Planning Board will not make a decision until the variance is granted.

OFFICIAL USE ONLY

Date received by Town Clerk _____ Date of Action _____

Date sent to Board members _____ Action taken _____

Date of Hearing _____

Date _____

Applicant _____ Phone number _____

Address _____

Reason for request _____

Type of special permit requested _____

Location of property _____ Tax Map # _____

Section of Land Use Law involved _____

Applicant signature _____

Codes Officer's comments: _____

Codes Officer's signature and date: _____

Owner of record of property (if different from applicant) _____

Address _____

Relationship of applicant to property _____

As owner of record, I hereby give my consent for this application for a Special Permit.

(signature of owner)

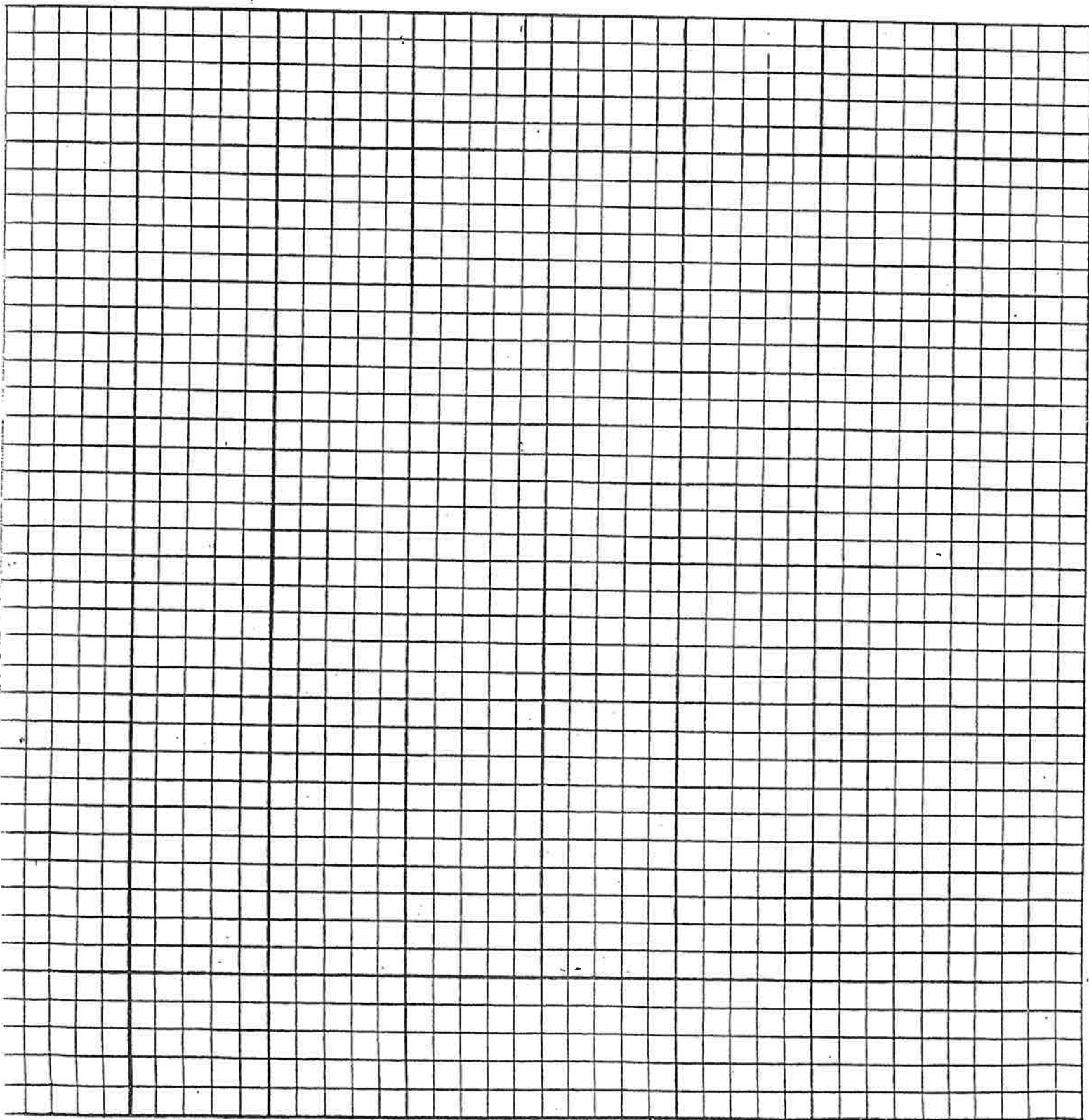
SEE THE REVERSE SIDE FOR INSTRUCTION REGARDING SITE DIAGRAM

SITE PLAN SKETCH

Scale (Check One): ☐ 1 small square = 5 ft.

☐ 1 small square = 10 ft

☐ 1 small square = ft.



Preliminary site plan, with accurate dimensions. Must be done to a specified scale, on grid sheet provided on the reverse side. Plan must show:

Scale at which it is drawn and direction of north;

Location and dimensions of existing and proposed buildings (to include setbacks from property lines)

Location, layout, and dimensions of parking area and driveway (s);

Location of available utilities (hookups or access);

Location of well and septic system;

Location of any proposed outdoor storage;

Location & description of any fencing or vegetative screening;

Location and description of any outdoor lighting;

Direction(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 or Board Of Appeals may require the submission of additional information drawn from the list in Section 608.1 of the Town of Eaton Land Use Law. When the property location does not pose problems for existing neighboring uses; when care is taken in the site 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 or Board of Appeal's consideration of a preliminary site plan containing only the above information and the SEQR EAF mentioned below -- typically after a single Planning Board or Board of Appeals meeting. Larger projects or those proposed for environmentally sensitive land will typically require submission of some or all of the items listed in Section 608.1, in addition to the above site plan material. The applicant may either submit all the information listed in Section 608.1 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/Board of Appeals, while the second might save the applicant the cost of preparing material the Boards would not have required.

Complete part 1 of the Environmental Assessment Form required under the State Environmental Quality Review Act (SEQR).

NOTE: If the Planning Board, on reviewing the Environmental Assessment form; finds a significant adverse impact that may result from the project, it must require completion of an Environmental Impact Statement, done to its satisfaction, before deciding on the permit application.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If No, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
3. a. Total acreage of the site of the proposed action?		_____ acres	
b. Total acreage to be physically disturbed?		_____ acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☐ Residential (suburban)			
☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify):			
☐ Parkland			

	NO	YES	N A
5. Is the proposed action.			
a. A permitted use under the zoning regulations?	☐	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO ☐	YES ☐	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify:	NO ☐	YES ☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO ☐	YES ☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☐	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO ☐	YES ☐	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO ☐	YES ☐	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO ☐	YES ☐	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO ☐	YES ☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☐	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO ☐	YES ☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☐	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☐ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☐	☐
16. Is the project site located in the 100-year or 500-year flood plain?	NO	YES
	☐	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes.	NO	YES
	☐	☐
a. Will storm water discharges flow to adjacent properties?	☐	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____	NO	YES
	☐	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	☐	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	☐	☐
21. Is the project located within, or within ½ mile of, a disadvantaged community?	NO	YES
	☐	☐
If No, could impacts from the project affect a disadvantaged community?	☐	☐
If Yes to either question in 21, answer the following question.		
a. Identify the potential pollution impacts of the project, either direct or indirect, that may occur within the disadvantaged community (e.g., wastewater discharges, air emissions, noise, odors, solid or hazardous waste generation or management):		
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant, sponsor/name: _____		Date: _____
Signature: _____		Title: _____

Standard Mobile Home Conditions

All mobile homes must be skirted.

All mobile home placements on an individual lot must meet the following:

Road frontage: 250 feet

Front yard setback: 50 feet

Side yard setback: 40 feet

Rear yard setback: 40 feet

Maximum building height: 35 feet

All mobile homes must be on a foundation or pad.

All mobile homes must be tied down.

All mobile homes must have exits front and back.

Specific landscaping is not required.