

APPLICATION FOR A SPECIAL USE PERMIT

Zoning Board of Appeals

Town of Pittstown

Valley Falls, NY 12185

zoning@townofpittstown.org

Tax Map No. _____

Date: _____

SPECIAL USE PERMIT PROCEDURE: The ZONING SCHEDULE AND LAND USE REGULATION AND DEVELOPMENT CODE ADOPTED March 11, 2019 empowers the Zoning Board of Appeals to issue Special Use Permits for all other commercial, residential, institutional, industrial, and governmental land uses not expressly permitted (or excluded) by this local law.

The following attachments must accompany the application in 8 copies:

1. Diagram of the entire lot with existing improvements.
2. A description of the use for which the applicant is seeking the SPECIAL USE PERMIT
3. A check for \$25.00 made out to the Town of Pittstown for the filing.

Applicant/Appellant: _____

Address: _____

Telephone Number: _____ Email address: _____

Property Owner: _____

Address: _____

Telephone Number: _____ Email address: _____

The property is located on the _____ side of _____ (street name) and has a mailing address of _____. If no street address is assigned give address of adjacent parcel.

Present Zoning _____ Present Use _____

Present Improvements: _____

Application for: () Special Use Permit

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Reason for SPECIAL USE PERMIT:

(Attach additional pages as necessary)

Certification and Authorization:

I certify that the information contained on this application is true to the best of my knowledge and authorize the Town of Pittstown to process this application in keeping with established procedures.

I also authorize the Town of Pittstown Code Enforcement Official and Zoning Board of Appeals members to enter the subject property for the purpose of inspection and consideration of the application documents.

Applicant:

Property Owner:

Name: _____

Signature: _____

Date: _____

Based on the date that the application is submitted, this Application will be scheduled for the next Zoning Board of Appeals meeting that does not have a closed agenda. The Applicant or the Applicant's representative must be present at the meeting to discuss the Special Use Permit Application. Without representation, the matter will be tabled until the following month. If the Applicant fails to be represented at that meeting, the Applicant will have to contact the Zoning Board Chairman to be scheduled on a future agenda. After three months of no activity on the applicant's part, they will be notified that their application will be closed without action if appropriate communication is not received by the filing deadline for the 4th month's meeting.