

Form- 1101

Town of Erin
Application For A Special Permit
Uses Requiring Special Permits In All Districts

Date _____

Special Permit for _____

Street Address _____

Contact Person- CHOOSE ONE

☐ Applicant

☐ Owner

☐ Architect

☐ Attorney

☐ Engineer

☐ Surveyor

☐ Landscape Architect

☐ Other

Applicant

Name _____

Firm _____

Address _____

Phone Landline _____ Cell _____

Fax _____

Email _____

Owner of Record (if different than Applicant)

Name _____

Firm _____

Address _____

Phone Landline _____ Cell _____

Fax _____

Email _____

Attorney

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Engineer

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Surveyor

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Architect

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Landscape Architect

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Other

Relation to Project _____

Name _____

Firm _____

Address _____

Phone _____

Fax _____

Email _____

Land Use and Site Information

1. Location: (Section- Block- Lot No.) _____
2. Zone- Please circle correct zone AR AR-I R-1 R-2 ARI-R
3. School District _____
4. Existing Use of Property _____
5. Type of Building _____
6. Proposed Use of Property/ Type of Service to be established

7. Number of square feet to be used for Neighborhood and/or beyond Neighborhood Service _____
8. Size of Plot *If less than one (1) acre give dimensions of feet _____
9. Number of People to be engaged in such service _____
10. Will Service Increase Traffic? (circle) Yes No
11. Number of Seats (if application is restaurant or other places of public assembly) _____
12. Number of Parking Spaces required _____
13. Will this service conform to the character of the neighborhood?(circle) Yes No
14. Project Narrative (brief description of proposed development):

15. Is this project within 500 feet of the Town line? Yes No
16. Is this project within the designated boundaries of the Hamlet? Yes No
- Is this project within 500 feet of:**
17. The right-of-way of any existing or proposed state or county road? Yes No
18. The boundary of an existing or proposed state or county park or
any state or county recreation area? Yes No
19. The boundary of state or county-owned land on
which a public building/ institution is located? Yes No
20. The boundary of a farm located in an agricultural district? Yes No
21. Does the entire development plan for this project propose the
disturbance of more than 5,000 SF of land?
Note: If project is phased, include all phases in determination. Yes No

A Short or Full EAF with the original signature of the applicant or project sponsor must be attached to this application when submitted.

The applicant agrees to comply with the requirements of the Road Specifications, the Land Use Regulations, Special Permit Requirements, Zoning Ordinance, Lighting Ordinance, Tree Removal and Stormwater Ordinance, and any additions or amendments thereto.

The applicant agrees to execution and delivery of deeds and required documents for reserved open space, drainage control, roads and road widening strips and descriptions of easements at the time of the public hearing. Such execution and delivery shall not operate to vest title of said property in the Town of Erin until such dedication is accepted in the form of a resolution adopted by the Town Board at a regular meeting of said Board.

Applicant

Owner of Record

NAME (PLEASE PRINT)

NAME (PLEASE PRINT)

SIGNATURE

SIGNATURE

DATE

DATE

VERIFICATION BY SUBSCRIPTION AND NOTICE - PENAL LAW SECTION 210.45
It is a crime, punishable as A Misdemeanor under the laws of the State of New York, for a person, in and by written instrument, to knowingly make a false statement, or to make a statement which such person does not believe to be true.

Note: If the property owner is not the applicant for this application, in addition to the signature above, the owner of the property must also complete and have notarized one of the owner affidavits on the following page.

Note: By signing this document the owner of the subject property grants permission for Town Officials to enter the property for the purpose of reviewing this application

REFER TO AFFIDAVITS ON THE FOLLOWING PAGE

ONE OF THE FOLLOWING AFFIDAVITS MUST BE COMPLETED IF THE PROPERTY OWNER IS NOT THE APPLICANT ON THIS APPLICATION

AFFIDAVIT TO BE COMPLETED BY OWNER, OTHER THAN CORPORATION

STATE OF NEW YORK; COUNTY OF CHEMUNG:

_____, being duly sworn, deposes and says that he is the owner in fee of the property described in the foregoing application for consideration of preliminary plat, and that the statements contained therein are true to the best of his knowledge and belief.

Sworn before me this
_____ date of _____, 20 ____

Notary Public

AFFIDAVIT TO BE COMPLETED BY CORPORATION OWNER

STATE OF NEW YORK; COUNTY OF CHEMUNG:

_____, being duly sworn, deposes and says that he resides at _____ in the County of _____ and State of _____. That he is the _____ of _____ the corporation which is owner in fee of the property described in the foregoing application for _____ and that the statements contained therein are true to the best of his knowledge and belief.

Sworn before me this
_____ date of _____, 20 ____

Notary Public

AFFIDAVIT TO BE COMPLETED BY AGENT OF OWNER

STATE OF NEW YORK; COUNTY OF CHEMUNG:

I _____ (owner), give authorization to _____ to act on behalf of me as my agent.

Owner Signature

_____, being duly sworn, deposes and says that he is the agent named in the foregoing application for _____ and that he has been duly authorized by the owner in fee to make such application and that foregoing statements are true to the best of his knowledge and belief.

Agent of Owner Signature

Sworn before me this _____ date of _____, 20 ____

Notary Public

Submission Requirements for Planning Board Special Permit

1. Application Form- Completed, signed, and notarized if applicable
2. Fees as per the current schedule of fees.
3. Completed applicable Environmental Assessment Form. Available at <http://www.dec.ny.gov/permits/70293.html>
4. NOTICE TO PROPERTY OWNERS - Notice of intent to apply for this Special Permit was mailed to all property owners within two (2) hundred feet of property line by **Certified Mail**.
5. Disclosure Affidavit
6. Site plan, drawn to convenient scale showing the location of all buildings, parking areas, sign and any special features, traffic access and circulation, open spaces, the uses of land adjacent to and facing the proposed site, as well as any other pertinent information. More information may be required if needed. The uses of land adjacent to and facing the proposed site shall be indicated on site plan. Site plan must accompany application.
7. One (1) copy of lease, deed, or contract of sale
8. One (1) copy of floor plan, drawn to scale, for any portion of building intended for public use.

Notice of Intent to Neighbors

Planning Board

Town of Erin
1138 Breesport Rd.
Erin, NY 14838

Pursuant to Article XI sect 101 (Notice to property owners) of local law 10, Comprehensive Zoning Plan of the Town of Erin;

All applications for a special permit, including an appeal to the Board of Appeals under this law, shall contain an affidavit to the applicant that notice of application has been sent by **Mail** to all property owners within two hundred (200) feet of the property lines of the property under consideration, and that such notice was mailed at least five (5) days prior to the making of the application and the location of the property.

The records of the Town Assessor shall be used for the purpose of identification of property owners. Please contact Erin Town Clerk regarding this information. See Also Section 1101 of Local Law 1992 to inquire about proper procedure for obtaining a special permit.

I (we) _____, regarding my/our property
At the following address _____
have notified by Certified Mail, all property owner(s) within 200 feet of the property for which I make application for, of my/our intent to;

Those property owners who have been notified of my intent to file application are as follows:

	<u>Name</u>	<u>Address</u>	<u>Date</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____

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APPLICANT NAME (Please Print)

APPLICANT SIGNATURE

Town of Erin

Planning Board
Town Hall- 1138 Breesport Road
Erin, NY 14838
607-739-8681
www.townoferin.org

APPLICANT'S DISCLOSURE AFFIDAVIT

PREMISES: _____

STATE OF NEW YORK)

ss.

COUNTY OF)

_____, being duly sworn, deposes and says:

1. That I am _____ (age) and reside at (address) _____.
2. That I am the (owner, lessee, etc.) _____ of property which is the subject matter of this application and am familiar with all the facts and circumstances hereinafter set forth.
3. That the following are the names, addresses and interests, respectively, of all partners (joint ventures, etc.)

_____.
4. That neither deponent nor any other person mentioned in this affidavit is an officer or Employee or is related to an officer or employee of the Town of Erin - except: (if any, set forth details)

_____.
5. That in the event there is any change in the matters set forth herein prior to the issuance of a building permit or certificate of occupancy for the property affected hereby, deponent (s) will file with the Town of Erin a supplemental affidavit indicating the details of such change within 48 hours of such change.

(signed)

Sworn to before me this

_____ day of _____, 20____

NOTARY PUBLIC