

Town of Reading
PO Box 5
Reading Center, NY 14876
607-535-7459

Application No.: _____
Date Filed: _____
Fee Paid: _____
Received By: _____
Decision _____ Date _____

Special Permit Application Form

This document is for illustrative purposes only to facilitate the application process. It in no way, supersedes the Land Use Law of the Town of Reading as the legal document governing the approval process. Additional information may be required before a final decision is made

Name: _____
Mailing Address: _____

Telephone: _____
Email Address: _____
Tax Map No. _____
Physical Address: _____

Please provide a description or narrative of all proposed uses and structures, including but not limited to hours of operation, number of employees, number of units, maximum occupancy, and required number of parking spaces.

Please provide a narrative report describing how the proposed use will satisfy the Special Permit Review Criteria as set forth in Section 9.5 of the Local Land Use Law.

____ Attach a copy of Site Plan Application Form

____ Agricultural data statement (if required by Section 5.6 of the Land Use Law)

____ SEQR documentation in accordance with Section 7.6 of Local Land Use Law
Forms can be found at www.dec.ny.gov/permits/6191.html

____ Special permit application fee as established by the Town Board.

Signature

Date

Updated 11/25