

VILLAGE OF SHERMAN
111 MILL ST. SHERMAN, NY 14781

FEE \$		APPLICATION FOR SPECIAL USE PERMIT	PERMIT NO.
☐ CASH ☐ CHECK			
RECEIPT NO.			DATE

INSTRUCTIONS TO APPLICANT:

1. SUBMIT A COMPLETE COPY OF THIS APPLICATION AND ALL DOCUMENTS THAT MUST BE SUBMITTED HEREWITH.
2. TYPE OR PRINT YOUR ANSWERS.
3. A NON-REFUNDABLE FEE OF \$ _____ SHALL ACCOMPANY THIS APPLICATION.
4. COMPLETE EACH QUESTION FULLY; IF THE QUESTION DOES NOT APPLY, PLEASE MARK "N/A."
5. ADD PAGES AS NEEDED.

APPLICANT INFORMATION	
APPLICANT'S NAME:	OWNER'S NAME (IF DIFFERENT):
ADDRESS:	ADDRESS:
TEL. NO.:	TEL. NO.:
APPLICANT'S INTEREST IN PROPERTY: ☐ Owner ☐ Lessee ☐ Other (explain)	

PROPERTY INFORMATION	
TAX MAP NUMBER	Section: Block: Lot:
STREET ADDRESS:	SIZE OF PARCEL:
	PRESENT USE:
	ZONING DISTRICT:
PUBLIC WATER? ☐ Yes ☐ No	PUBLIC SEWER? ☐ Yes ☐ No

USE INFORMATION
DESCRIBE SPECIFICALLY THE NATURE OF THE REQUESTED USE:
DESCRIBE IN DETAIL THE SEPARATE ACTIVITIES TO BE CONDUCTED ON THE PROPERTY ALONG WITH THE PROPOSED HOURS AND SEASONS OF OPERATION FOR EACH:
DESCRIBE WHY YOU BELIEVE THE PROPOSED USE WILL NOT BE DETRIMENTAL TO THE CHARACTER OF THE NEIGHBORHOOD AND WILL BE IN HARMONY WITH THE INTENT OF THE

VILLAGE OF SHERMAN ZONING LAW (in relation to existing noise, light, and traffic conditions, for example):

ADDITIONAL DOCUMENTS SUBMITTED WITH APPLICATION [Mark as applicable]

☐ A survey showing the location and property dimensions (including total square footage of the parcel), location and size of existing structures and their uses in addition to the proposed structure, including distances to property lines and between existing structures, and the location of well and septic systems on the parcel, if any.

☐ A plan for the proposed development of the site depicting the location of all existing structures, proposed new structures, streets, sidewalks, buildings, parking areas, means of traffic access and circulation drives. For proposed new structures or modifications to existing structures, the drawings submitted must be the same drawings that will be used to obtain the building permit. In certain cases it may be required that such plans are stamped by a licensed New York architect or professional engineer.

Should the applicant wish to obtain a preliminary decision from the Zoning Board of Appeals on a proposed project, he may submit drawings that are not signed or stamped by an architect or professional engineer, provide, however, that the drawings must show all dimensions, roof pitches, elevations from all four sides, and attached structures, including decks, porches, and garages. Following a preliminary approval, final drawings with appropriate stamps and signatures must be submitted for final approval within no later than 120 days, with such exact period to be established in the preliminary decision.

☐ A list of all neighboring property owners and their correct mailing addresses (keeping in mind the seasonal nature of many residents and providing the dates that they are at each location) and including those adjacent to on the side and behind and across any street from the property, as well as any other neighbor who may be affected by the proposed use.

☐ A copy of the deed, lease, or other instrument describing the applicant's property interest.

☐ Short Environmental Assessment Form (EAF)

☐ Other (please list):

NOTICE: A SPECIAL USE PERMIT, IF GRANTED, DOES NOT PERMIT THE APPLICANT TO CONSTRUCT, ENLARGE, ALTER, IMPROVE, CONVERT, OR CHANGE THE LOCATION OR NATURE OF OCCUPANCY OF ANY BUILDING OR STRUCTURE, FOR WHICH A BUILDING PERMIT WOULD OTHERWISE BE REQUIRED.

APPLICANT SIGNATURE

I certify that the information supplied on this application is complete and accurate, and that the project described, if approved, will be completed and the premises used as described in this request, unless modified by the Village Board.

Signature of Applicant:

Date

OWNER SIGNATURE [If other than the Applicant]

I have read and familiarized myself with the contents of this application and do hereby consent to its submission and processing.

Signature of Owner:

Date

DO NOT WRITE BELOW THIS POINT

Referred to Village Board		APPROVED ☐ DENIED ☐ Affix the following documents to and permanently file with this application: • Minutes of the ZBA and Village Board Public Hearings • Response to County Planning Board referral (if any) • Negative Declaration and/or Environmental Impact Statement • The Special Use Permit, if approved. • The Notification of Approval/Denial
Referred to County Planning Board		
Notification to Adjacent Landowners		
Legal Notice of ZBA Hearing		
ZBA Public Hearing		
ZBA Recommendation		
Legal Notice of Village Board Hearing		
Village Board Hearing		
Negative/Positive Declaration Adopted		
Date of Village Board Decision		