Village of Hammondsport
P.O. Box 425 / 80 Shethar Street
Hammondsport, NY 14840

clerk@hammondsport.us
www.hammondsport.us
(607) 569-3700

Date Received: _____

Fee Paid: $_____

Application #:_____

Application for a Special Use Permit

Date of Application: _____

To the Planning Board:

The Undersigned herby applies to the Planning Board for a Special Permit, Pursuant to section 122-56 of the Zoning Code.

The Zoning Code is Chapter 122 of the Code of the Village of Hammondsport, as adopted as L.L. 1-1986, on July 29, 1986.

Name(s) of Applicant(s): _____

Address: _____

Owner of Property: _____

Email: _____

Tax Map ID #: _____

1. Location of Property: _____
2. Total Acres: _____
3. Dimensions of Property: Frontage _____ Depth _____
4. Zoning District in which the property is located: (Circle one) LDP, MDR, HDR, BI, B2, Industrial, P&R, Lakefront
5. Are there building on the property? ☐ Yes ☐ No
    a. Building # 1 Dimensions: _____ Use: _____
    b. Building #2 Dimensions: _____ Use: _____
    c. Building #3 Dimensions: _____ Use: _____

    If there are additional buildings, please attach information them to this application.
6. State present use of premises: _____
7. State proposed use of premises: _____

8. Explanation of proposed alterations to the property, or the use of the property, for which a Special Permit is required: _____
   _____
   _____
9. In reference to the section of the Zoning Code this Special Permit has been applied for set forth exactly the interpretation that is claimed (the reason why) the Special Permit should be granted:
   _____
   _____
   _____
   If additional space is required, please attach an additional sheet and check this box. ☐
10. If applicable, state the number of employees to be engaged in the proposed business: # of employees: _____
11. Describe the area available for customer and employee parking, excluding that area along a public street: _____
    _____
    _____
12. List the owners and tenants of all properties adjoining the property on all sides and rear, and those directly across the street: _____
    _____
    _____
13. The following items must be attached to this application when it is submitted to the Clerk of the Village of Hammondsport for consideration by the planning Board: use as a check list for your submission)
    a. A sketch or plan of the property showing the shape and dimensions of the property, and the location and sizes of all buildings on the property. The location of parking area, driveways, sidewalks, fire hydrants and other physical features must be shown. If buildings on adjoining properties are within 29 feet of the property boundary, they must also be shown.
    b. A Short Environmental Assessment Form (SEQR) with Part 1 filled out. A blank copy of the SEQR form is attached.
    c. If the applicant is not the owner of the property, a notarized letter from the owner must be submitted naming the applicant as a limited agent for the owner for the purpose of obtaining a Special Permit.
    d. A written statement covering those points in section 96-14 of the Code of the Village of Hammondsport, showing that these have been considered by the applicant, and that the granting of the requested Special Permit is justified (Section 96-14 is attached.)
    e. A check in the amount of $200.00, made out to the Villag of Hammondsport. (non-refundable)

Respectfully Submitted: _____ ☐ Owner ☐ Agent

Mailing Address: _____

Phone number: _____