

Village of Medina

ORLEANS COUNTY • Medina, New York 14103



*Planning Board
600 Main Street
Medina, NY 14103*

PHONE 585-798-0770

FAX 585-798-5018

APPLICATION FOR A SPECIAL USE PERMIT

Applicant: _____ Date: _____

Address: _____ Phone: _____

City, State & Zip: _____

Subject Property Location: _____

Tax Parcel ID#: _____

The applicant shall provide the following information:

- | | | |
|-------|---|---|
| _____ | 1 | Site plan drawing showing lot lines, buildings, parking, lot square footage and any other relevant information. |
| _____ | 2 | Survey Map |
| _____ | 3 | Letter or narrative indicating the proposed land use. |
| _____ | 4 | SEQRA Environmental Assessment Form Long _____ Short _____ |
| _____ | 5 | Agricultural Data Statement |
| _____ | 6 | Storm water management plan |

PLEASE NOTE:

- Site Plan materials accompanying this application shall comply with Article X of the Zoning Regulations of the Village of Medina
- All plans and drawings must be prepared, sealed and signed by a licensed New York State engineer, Architect or Surveyor.
- Three (3) sets of all drawings or written materials shall accompany this application.
- Applications for a Special Use Permit shall be submitted to the Zoning Enforcement Officer and signed by the legal owner of the subject premises.
- No application shall be deemed complete if any of the above listed information is missing or incomplete.
- No application shall be deemed complete if the Zoning Enforcement Officer shall determine that a variance would be required from the Zoning Board of Appeals in connection with the proposed use.
- Applications shall be submitted to the Zoning Enforcement Office prior to the submittal deadline dates adopted by the Village of Medina Planning Board.

Application Fee: _____

Paid: _____

Applicant Signature: _____

Date: _____