

Application for Special Use Permit

If this application is approved, it is understood that it shall only authorize the special use described in the application with any conditions placed on the special use per the Village Board of Trustees. If the conditions are not met and/or the use is not established (or substantially underway) within one (1) year from the date of approval, the special use shall be null and void.

PLEASE PRINT IN BLACK INK OR TYPE

1. The address or general location of the property for which this application is filed

2. Legal description of subject property is: District: _____ Sec. _____, Block _____, Lot _____

3. **Applicant Name:** _____

Mailing Address: _____

Daytime Phone : _____ Fax: _____ E-Mail: _____

4. **Property Owner Name:** _____

Mailing Address: _____

Daytime Phone: _____ Fax: _____ E-Mail: _____

5. **Attorney Name:** _____

Mailing
Address: _____

Daytime Phone: _____ Fax: _____ E-Mail: _____

6. **Total number of acres the Special Use will occupy:** _____

7. **List the Owners of Record:** Nissequogue applicants shall list the owner of record for all properties located 250 feet from the perimeter of the subject property. Applicants shall list the owner of record for all properties located adjacent to and across the street from the perimeter of the subject property. This information is found at Nissequogue Village Hall, Village Clerk, 631 Moriches Road, St. James, New York 11780 (use additional pages if necessary).

8. **List the Special Use**, as specified within the Zoning Ordinance, that you are seeking the approval of and describe the proposed use of the subject property in detail: (Applicant shall address the standards set forth in Section 128-35 of the Nissequogue Village Code, a copy of which is annexed hereto.)

9. **Supporting Information:** Attach a map and site plan drawn to scale regarding your proposal. Illustrate any existing and proposed buildings, open space, dimensions of set backs and yard area. Also, include a detailed written statement relative to the above listed requirements, fully explaining your proposal and any measures to mitigate negative affects of your proposal on neighboring properties.
10. **Incomplete Applications** will be returned to the applicant.
11. **Declaration:** I (We) are the property owner or have been granted permission by the property owner of the above legally described property and on which the special use is proposed, has provided answers to the questions given herein that are true to the best of my knowledge. I have been granted permission by the property owner(s) of the above legally described property to apply for a special use permit on said property.

By virtue of my application for a special use permit, I do hereby declare that the appropriate appointed and elected officials responsible for the review of my application are given permission to visit and inspect the property proposed for special use in order to determine the suitability of the request.

Applicant's Signature _____ Date Signed: _____

Owner(s) Signature _____ Date Signed: _____

Village Clerk's Signature _____ Date Signed: _____

Filing Fee-Amount Paid: _____ Check Number: _____

FILING PROCEDURE

- A. Submit a complete Special Use Permit Application form to:
 The Village of Nissequogue
 Attn.: Building Inspector
 631 Moriches Road
 St. James, NY 11780
- B. Requests must be received no later than 20 days prior to the Village of Nissequogue Board of Trustees meeting to be place on the agenda.
 The Board of Trustees meeting dates can be confirmed by calling (631) 862 -7400 on Tues. and Thurs. from 10:00 a.m. to 4:00 p.m.
- C. All required supporting information must accompany the application.
- D. The application fee is \$500.00 for 3 years and \$500.00 for renewal of 3 years. This fee covers permit processing and is non-refundable. If you have any questions, please call Village Hall at (631) 862-7400. (Make check payable to the Village of Nissequogue)

~~6-28-05~~
 Rev.
 11/7/12

128-35 Applications

Application for required special use permits shall be made to the Village Board. Each such application shall be referred to the Planning Board for a report, after which the Village Board may authorize the issuance of a permit, provided that it shall find that all of the following conditions and standards have been met.

- A. The location and size of the use, the nature and intensity of the operations involved in or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
- B. The location, nature and height of buildings, walls and fences and the nature and extent of the landscaping on the site are such that the use will not hinder or discourage the appropriate development and use of the adjacent land and buildings.
- C. Operations in connection with any special use will not be more objectionable to nearby properties than would the operations of any permitted use not requiring a special permit.
- D. Parking areas will be of adequate size for the particular use, properly located and suitably screened from adjoining residential uses, and the entrance and exit drives will be laid out so as to achieve maximum safety.
- E. Identification signs, not illuminated and with a maximum area of three square feet, including one visible to public view from the street giving access, will be permitted, subject to a determination that the design and location of said sign or signs will, to the maximum extent possible, not be objectionable to nearby residential properties.

FEES:

The applicant is responsible for all professional and legal fees incurred by the Village Boards in conjunction with an application for a Special Use Permit. A trust and Agency account of \$3,000.00 must be established with the Village at the time of application and must be replenished at the \$1,000.00 level.

Authorization to issue a Special Use Permit will not occur until all fees have been paid in full.

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SPECIAL USE PERMIT APPLICATION FORM

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 Rev
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