

Town of Concord
86 Franklin Street
PO Box 368
Springville, New York 14141
(716) 592-4948
Fax (716) 592-0123

Requirements to Apply for Rezone

1. Applicant shall be owner of the property.
2. Letter should be submitted stating why a rezoning is requested.
3. Provide an up-to-date survey of the property.
4. Provide an updated Search or Stub Search and legal description of the property.
5. Provide a tax map showing exact location of the property.
6. Provide a plot plan diagram of portion of the property to be rezoned.
7. Provide blueprints or drawings, if applicable.
8. Complete an Environmental Assessment Form (full or short; full SEQOR needed if 10 acres or more).
9. Provide an agricultural data statement, if applicable.
10. Provide check in the amount of \$500 payable to the Town of Concord at the time of filing with the Town Clerk.
11. Application shall then be submitted to the Town Attorney for review. Within 3 business days, the attorney's response will be forwarded to the Town Clerk.
12. With all the above complete, ask to be put on the agenda for the Town Planning Board meeting, which meets the first Tuesday of every month at 7 p.m. (Date and Time subject to change). Required paperwork must be received at least 10 days prior to the scheduled Planning Board Meeting.
13. Applicant must comply with Town of Concord Zoning Laws

Agricultural data statement

Applicants seeking approval for subdivisions, site plans, special use permits, and variances, must provide an agricultural data statement as part of their application. The statement must include a listing of farms within 500ft. from proposed development property. Owners of such farms must be notified of the proposal. Ultimately, the proposal must be referred to the County's Department of Environment and Planning in accordance with the New York General Municipal Law, Section 239-m.

Agricultural Data Statement

Name of Applicant

Address _____

Phone _____

Description of proposed project and its location
(Please enclose map)

Name and address of any owner of land within the agricultural district, which land contains farm operations and is located within 500 feet of the boundary of the property upon which the project is proposed.

Date _____

Signature