

TOWN OF
CONCORD

86 Franklin Street
P O Box 368

Phone: 716-592-4948
Fax: 716-592-0123

SPECIAL USE PERMIT APPLICATION
(SPECIAL USE PERMIT UNDER PROVISIONS OF ARTICLE 150-171 TOWN OF CONCORD)

Date Received _____ Permit # _____
Public Notice Date _____ Permit Fee \$100.00
Date of Public Hearing _____ All fees are non-refundable.
() Approved () Disapproved

A. STATEMENT OF OWNERSHIP

The applicant (s) _____ (is/are) all
of the owner (s) of property situated at the following address:

Applicant's address (if different from above)

Telephone number _____
Operator's name, address and telephone # (if any)

B. REQUEST

The applicant requests a special permit for the use of the property above for a
_____ as
provided under the provisions of the following documents:

Three copies of survey showing site, elevations and plans of structures and
accessory use areas of the entire parcel devoted to the Special Use Permit.

Three copies of the location map showing the relationship of the proposed site
to the surrounding neighborhood, traffic ways, land uses, and other pertinent data.

C. APPLICANTS ALLEGATIONS

The applicant alleges that the proposed Special Permit use:
(1) would be in harmony with the character of the neighborhood because,

(2) and that it would not be detrimental to the property or persons in the
neighborhood because, _____

Signature/Date _____

Revised 7/2001

SPECIAL USE PERMIT REQUIREMENTS

Subject to §150-179

ALL FEES ARE NON-REFUNDABLE

1. File application in **triplicate** with the Town Clerk and pay \$100 filing fee. Application must be entirely filled out by owner of the property. One Use Per Permit. All fees are non-refundable.
2. Three copies of plans as specified on Application, or current survey, if deemed necessary by the Town Board or Town Planning Board.
3. Three copies of location map as specified on Application.
4. If applicable, proof of liability insurance naming the Town as an additional insured.
5. If food is to be sold, proof of insurance by vendor naming the Town as an additional insured.
6. If applicable, have portable bathroom facilities and provide verification.
7. If applicable, proof of notification to local law agencies.
8. If applicable, Agricultural Data Statement.
9. If applicable, provide copies of beer and/or wine permits issued by NYS Liquor Authority and/or Erie County Alcoholic Beverage Control Board.
10. The Application and ALL required paperwork **MUST BE FILED** 90 days prior to any proposed Special Use activity.
11. Applicant must appear before the Town Board after all necessary paperwork has been submitted to the Town Clerk.
12. Once the Town Planning Board has recommended the Permit and the Town Board concurs, a Public Hearing must be held.
13. The Town Planning Board and Town Board may set other reasonable conditions, which protect the public welfare due to the unique nature of each application.
14. This Special Use Permit ceases if the event ceases or lapses for more than one year.
15. The Town Board may approve or deny the Special Use Permit.
16. Complete SEQR Form.