

TOWN OF BRISTOL
Ontario County, New York

APPLICATION FOR A SPECIAL USE PERMIT

A Special Use Permit is permission a land developer seeks under a zoning regulation that is only allowed if the Special Use Permit is granted by the Town of Bristol Zoning Board of Appeals. (See Article Eleven of *The Zoning Ordinance of the Town of Bristol*.)

Contact Information:

Town of Bristol Code Enforcement Officer
Phone: (585) 229-2440
FAX: (585) 229-4319
E-Mail: brcodes@frontier.com

Applicant's Name: _____ Phone No. (H): _____

Mailing Address: _____ Phone No. (W): _____

_____ ZIP _____ Cell Phone No.: _____

Property Owner's Name: _____ Phone No.: _____

Address: _____ Cell Phone: _____

_____ ZIP _____

Location of Property: _____

Tax Map No.: _____ Zoning District: _____

DETAILS OF REQUEST:

The applicant requests a Special Use Permit for the above-described property as required under the provisions of Article _____ Section _____ OR Local Law No. _____ of the *Zoning Ordinance of the Town of Bristol* for the following purpose(s): Provide detailed description of project and a plan drawn to scale showing ingress/egress, setbacks, parking, lighting, signage, location of well and septic, wetlands, as well as any other pertinent information.

GENERAL INFORMATION FOR APPLICANT:

- Seven (7) copies of plans, maps and completed application must be submitted to the Code Enforcement Officer no later than two weeks prior to a scheduled Zoning Board of Appeals meeting (Board meets the 2nd Tuesday of the month at 7:00 P.M. in the Bristol Town Hall).
- SEQR Information: Page 1 of the Environmental Assessment Form must be completed by the Applicant and accompany the application. (Part 617 of the Environmental Conservation Law – State Environmental Quality Review or SEQR.)
- Contact Code Enforcement Officer regarding any Local Laws that may apply to this Special Use Permit Application.
- When this Special Use Permit has been approved by the Town of Bristol Zoning Board of Appeals, it will generate a *Town of Bristol Operating Permit*. Contact Code Enforcement Officer for details.

Date: _____

Fee: See Town of Bristol "Fee Schedule"

Applicant Name and Address: _____

Fee Paid: _____

Date Paid: _____

Rec. By: _____

_____ ZIP _____

ARTICLE EIGHTEEN – SPECIAL USE PERMITS

Section I.

A special use shall comply with the bulk and area restrictions of the Zoning District in which it is located. An approved Special Use Permit would generate an Operating Permit.

- A. In order to approve any Special Use Permit Application, the Zoning Board of Appeals shall make the findings required by Subsections B1 through B3 listed below:
- B. Findings required:
 - 1. The property is in full compliance with all ordinances, regulations, resolutions, laws and codes of the Town of Bristol.
 - 2. The proposed use is not detrimental to the health, safety or general welfare of persons residing or working in the neighborhood of such proposed use or improvements in the neighborhood, or to the general welfare of the Town.
 - 3. The proposed use is not detrimental to the adjacent or neighboring properties when taking into account:
 - a. Ingress and egress; safe sight stopping distance. (If the Zoning Board of Appeals or the Planning Board deems necessary, the applicant shall provide a traffic impact study that may require a separate entrance for the special use. For approval, this study must satisfy these Boards.),
 - b. Parking subject to Article Seven of this Local Law,
 - c. Compatibility with general character of the area;
 - d. Signage, subject to Article Nine of this Local Law;
 - e. Noise level, odors, and air pollution,
 - f. Outdoor lighting and hours of operation;
 - g. Outdoor storage or display;
 - h. Visibility from surrounding properties. (Buffering, whether natural or man-made, which is deemed necessary to obscure visibility from neighboring properties, shall be immediately effective.);
 - i. Availability of adequate utilities including, but not limited to, water, sewer, electricity, gas (a utility easement, twenty feet permanent and ten feet temporary shall be granted to the Town, along all of the applicant's property frontage);
 - j. Site Plan, Subject to Local Law # 02, of 2011, Site Plan.
- C. The Zoning Board of Appeals may revoke any Special Use Permit for noncompliance with conditions set forth in the approval of said permit after first holding a Public Hearing and giving notice of such hearing as provided in Article Eighteen.
- D. Any business or industry operated pursuant to a permit granted hereunder shall be subject to periodic inspection by the Code Enforcement Officer. (See Local Law #3-2006, and *Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code, Section II.*)

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APPLICATION FOR SITE PLAN REVIEW

Site Plan is a plan of a lot or subdivision on which is shown topography, location of all buildings, structures, roads, right-of-way boundaries, all essential dimensions and bearings and any other information deemed necessary by the Town of Bristol Planning Board.

Purpose of Site Plan approval is to determine compliance with the objectives of the Town Zoning Ordinance in those zoning districts where inappropriate development may cause a conflict between uses in the same or adjoining zoning districts by creating conditions which would adversely affect the public health, safety, or general welfare of the Town of Bristol.

Contact Information:

Town of Bristol Code Enforcement Officer

Phone: (585) 229-2440

FAX: (585) 229-4319

E-Mail: brcodes@frontier.com

GENERAL INFORMATION:

Planning Board Fees: See Town of Bristol "Fee Schedule"
(Plus all Legal and Engineering costs incurred by the Town in the review of this Application)

Plans, maps and completed application must be submitted to the Code Enforcement Office no later than two (2) weeks prior to a scheduled Planning Board meeting (Board meets the first Monday of each month at 7:00 P.M. in the Bristol Town Hall.)

REQUIRED:

Seven (7) copies of Application and all related paperwork/information

NOTE:

Page 1 of the Environmental Assessment Form must be completed by the applicant and accompany the application.
(Part 617 of the Environmental Conservation Law – State Environmental Quality Review, or SEQR.)

Date: _____

Applicant Name and Address:

Fee Paid: \$ _____

Date Paid: _____

Phone No. (H): _____

Rec. By: _____

Phone No. (W): _____

Cell Phone No: _____

APPLICATION FOR SITE PLAN REVIEW

Applicant's Name: _____

Phone No.(H): _____

Mailing Address: _____

Phone No.(W) _____

ZIP _____

Cell Phone: _____

Consent has been granted by the property owner for this Application: ____ Yes ____ No

Property Owner's Name: _____

Phone No. _____

Address: _____

Cell Phone: _____

ZIP Code: _____

Property Location: _____

Tax Map No. _____

Existing structures on property: _____

Proposed Use of Building(s) _____

Proposed Parking (Refer to Article Seven of *Zoning Ordinance of the Town of Bristol*) _____

Proposed Signs: (Refer to Article Nine of *Zoning Ordinance of the Town of Bristol*) _____

Lot Size, Building Size and Set Backs (Refer to Article Eleven of *Zoning Ordinance of the Town of Bristol*) _____

Present Zoning: _____

Acres: _____

Deed Restrictions on property: _____

Area in Square Feet:

Open Storage area: _____

Other: (give reason for "other" as to proposed use) _____

Parking: _____

Landscaped Areas: _____

Square feet total site: _____

Date: _____

(Signature of Applicant or Owner)

Address: _____

ZIP _____

CHECKLIST FOR SITE PLAN REVIEW

This checklist is for official use only. It should be used as a guide for the Applicant. All items listed must be on your plan at the time of submission.

1. An area map showing the applicant's entire holdings, that portion of the applicant's property under consideration and all properties, subdivisions, streets and easements within five hundred (500) feet of the applicant's property.
2. A map of site topography (7 copies required) at no more than five-foot contour intervals. If the site has susceptibility to erosion, flooding, or ponding, contour intervals of not more than two (2) feet of elevation should also be provided.
3. Title of drawing, including name, address of the applicant, and the person responsible for preparation of such drawings.
4. North arrow, scale and date.
5. Boundaries of the property plotted to scale.
6. Existing buildings.
7. Grading and drainage plan, showing existing and proposed contours, rock outcrops, depth to bedrock, soil characteristics and watercourses.
8. Location, design, type of construction, proposed use and exterior dimensions of all buildings.
9. Location, design, type of construction of all parking and truck loading areas, showing ingress and egress.
10. Provisions for pedestrian access.
11. Location of outdoor storage, if any.
12. Location and design of all existing and proposed site improvements, including drains, culverts, retaining walls and fences.
13. Description of the method of water supply and sewage disposal and their locations.
14. Location of fire and other emergency zones.
15. Location and design of all energy distribution facilities, including electrical, gas and solar energy.
16. Location, size, design and type of construction of all proposed signs.
17. Location and proposed development of all buffer areas, including existing vegetative cover.
18. Location and design of outdoor lighting facilities.
19. Identification of the location and amount of building area proposed for each intended use, including storage and common areas.
20. General landscaping plan and planting schedule.
21. An estimated project construction schedule.
22. Record of application for and approval status of all necessary permits from State and County agencies.
23. Identification of any State and County permits required for execution of the project.
24. The appropriate documents pursuant to the State Environmental Quality Review Act (SEQR).

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
Address:		E-Mail:		
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO	YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	YES
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland				

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: _____		Date: _____
Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)