TOWN OF BARRE
PLANNING BOARD

APPLICATION FOR PUBLIC HEARING
(See Instructions and Procedures Attached)

Date Received: ________________

1. I (we) hereby apply to the Planning Board:
   _____ for Site Plan Review  _____ for a Special Use Permit
Pursuant to Section _____________________________ of the Town of Barre Zoning Regulations.

2. LOCATION: Address_____________________________Lot No._______________________________
   Current Zoning:_____________________________________

3. OWNER: ____________________________________________Telephone:_____________________
   Address:_________________________________________Zip:_________________
   APPLICANT:__________________________________________Telephone:_____________________
   Address:_________________________________________Zip:_________________
   AGENT:______________________________________________Telephone:_____________________
   Address:_________________________________________Zip:_________________

If the applicant is not the owner or if there is an applicant/agent, please explain:
_____________________________________________________________________________________

4. DESCRIBE BRIEFLY THE DETAILS OF THIS REQUEST:____________________________________
   ____________________________________________________________________________________

SIGNATURE:____________________________________________________DATE:________________
   ______________________________________________________ DATE:________________

September, 2006
PLANNING BOARD APPLICATION
INSTRUCTIONS AND PROCEDURES

- Regular meetings of the Planning Board are held on the 2nd Monday of each month at 7:00 P.M. at the Town of Barre Office, or such other time or place as the Chairman of the Board may determine from time to time.

- All pertinent questions on the application must be answered, and all information required shall be concisely stated. Additional statements may be added if needed on the back of the application or on a separate sheet of paper.

- The final date for filing applications shall be ten (10) days before the date of the regular meeting.

- Applications for a Special Use Permit shall be accompanied by 11 copies of a proposed site plan* showing the information required for site plan approval as described in Article X of the Town of Barre Zoning Regulations (attached herein) and the appropriate fee. Checks should be made payable to Town of Barre.

  The Code Enforcement Officer shall provide the Applicant a copy of the relevant Section of the Town of Barre Zoning Regulations describing the standards and provisions required for the Special Use Permit requested.

- Applications for Site Plan Review shall be accompanied by 11 copies of a proposed site plan* showing the information required for site plan approval as described in Article X of the Town of Barre Zoning Regulations (attached herein) and the appropriate fee. Checks should be made payable to Town of Barre.

* A pre-application conference may be held between the Planning Board and applicant to review the basic site design concept and to determine the information to be submitted with the site plan.
SPECIAL USE PERMIT AND SITE PLAN REVIEW INFORMATION

SPECIAL USE PERMIT

The Town of Barre Zoning Regulations uses Special Use Permits to control the impact of certain uses upon areas where they will be incompatible unless conditioned in a manner suitable to a particular location. Special Use Permits bring needed flexibility and individuality to the otherwise rigid controls of zoning regulations.

A “Special Use” is a use which is specifically permitted in a given District only when conditioning criteria enumerated in the Town of Barre Zoning Regulations are met. All such uses are declared to possess characteristics of such unique and special forms that each specific use shall be considered as an individual case.

- In approving an application, the Planning Board may impose any modifications or conditions it deems necessary to conform to the goals and objectives of the Town of Barre’s Comprehensive Plan and its principles of land use and development, and to protect the health, safety or general welfare of the public.
- A Special Use Permit shall authorize only one particular special use. The Permit shall expire if the use shall cease for more than one (1) year for any reason.
- The Code Enforcement Officer shall inspect the premises of a use authorized and approved with a Special Use Permit on an annual basis. The purpose of the inspection is to determine that the use is being operated consistent with the terms and conditions established by the Planning Board in approving the Permit.

SITEPLAN REVIEW

Applications for a building permit for any structure, building or use shall be referred to the Planning Board for Site Plan review with the following exceptions:

- One or two-family dwellings
- Permitted accessory uses for one or two-family dwellings
- Any addition to a single family dwelling
- Any addition to a general farming use

The intent of Site Plan Review is to set forth additional general standards applying to certain uses and activities, the nature of which require special consideration of their impacts upon surrounding properties, the environment, community character and the ability of the Town of Barre to accommodate development consistent with the objectives of our Zoning Regulations.

Optional Public Hearing
The Planning Board may conduct a Public Hearing of the Site Plan if considered desirable by a majority of the members.

Expiration of Site Plan Approval
Site Plan approval shall automatically terminate one (1) year after the same is granted unless significant work has been done on the project.

September, 2006
TOWN OF BARRE
ORLEANS COUNTY, NEW YORK

AGRICULTURAL DATA STATEMENT

This form shall be prepared and submitted with each application for a special use permit, site plan approval or use variance where development or activity proposed under such permit or approval would occur on property within an Agricultural District (as designated or defined under Article 25-AA of the Agriculture and Markets Law) containing a farm operation or on property with boundaries within 500 feet of a farm operation located in an Agricultural District.

A. PROJECT INFORMATION

1. Street Address________________________________________________
2. Tax Account No_______________________________________________
3. Property Dimensions___________________________Acreage_________
4. Type of Development__________________________________________

B. APPLICANT INFORMATION

1. Name:_______________________________________Phone:___________
2. Address:______________________________________________________
3. Owner_______ Agent_______ Engineer/Surveyor________ Other ________

If applicant is not the owner, complete the following:

Owner’s Name_____________________________________________________
Address___________________________________________________________

September, 2006
TOWN OF BARRE
APPLICANT ACKNOWLEDGEMENT

Date: ___________________

Applicant: Name:__________________________________________________________
Address:________________________________________________________
Telephone:______________________________________________________

Subject Property: Address:_______________________________________________
Tax Account No._______________________________________

Referral To:
☐ Planning Board   ☐ Zoning Board
   ☐ Special Permit   ☐ Area Variance
   ☐ Site Plan Review   ☐ Use Variance

Applicant shall reimburse the Town of Barre for all engineering, legal, or other extraordinary or unanticipated expenses incurred by the Town in review of the proposed action. The applicant shall reimburse the Town as expenses are incurred.

Where such expenses are estimated to be greater than $1,000, the appropriate Board will require an escrow account be established in an amount determined by such Board. The escrow account will be replenished as expenses are paid by the Town.

All monies due the Town of Barre shall be paid in full before issuance of any required permit OR within thirty (30) days of final action taken by the appropriate Board.

I, ______________________________________have read the above statement and agree to the terms and conditions thereof.

_________________________________________________   ______________________
Applicant’s Signature        Date