

**TOWN OF MILO**

**APPLICATION NO.** \_\_\_\_\_

**137 MAIN STREET, PENN YAN, NY 14527  
PLANNING, ZONING & CODE ENFORCEMENT OFFICE  
315-531-8042**

**APPLICATION FOR A SPECIAL USE PERMIT**

Name of **Applicant**: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Telephone # \_\_\_\_\_

Name of **Property Owner**: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Telephone # \_\_\_\_\_

**Property Location**: \_\_\_\_\_

Tax Map # \_\_\_\_\_ Zoning District: \_\_\_\_\_

Special Use Request. Please describe in detail your request, a separate sheet may be added and attached if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Each application must be accompanied by detailed site plans, showing property boundaries & measurements, updated surveys may be requested, proposed or existing building location, parking detail size & location of spaces including handicap parking, lighting, road entrance, drainage, elevations. The review process may be done by, both the Planning Board and the Zoning Board of Appeals. A SEQR is required with this application. County referral would be needed. The appropriate application fee must accompany the application.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

**CODE ENFORCEMENT OFFICER REVIEW**

Application No. \_\_\_\_\_ Date application was received \_\_\_\_\_

Zoning Use OK? \_\_\_ Yes \_\_\_ NO, If no state reason, article and section: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Zoning Set Backs OK? \_\_\_ Yes \_\_\_ NO, If no state reason, article and section: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Application – preliminary meeting set for the following:

\_\_\_ Planning Board date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_\_\_  
Code Enforcement Officer \_\_\_\_\_ Date \_\_\_\_\_

**BOARD REVIEWS**

Planning Board Review Required for site plan? \_\_\_ Yes \_\_\_ NO

Date application was received by the Planning Board \_\_\_\_\_

Date application was sent to Yates County Planning Board for Referral \_\_\_\_\_

Date recommendations from YCPB was received by the Town \_\_\_\_\_

Date the public hearing was published in the official newspaper \_\_\_\_\_

Date of the Public Hearing for The Town of Milo Planning Board \_\_\_\_\_

SEQR Action \_\_\_ Type I \_\_\_ Type II \_\_\_ Unlisted - Determination \_\_\_ Negative \_\_\_ Positive

Decision \_\_\_ Approved \_\_\_ Denied Date the decision was filed with Town Clerk \_\_\_\_\_

\_\_\_\_\_  
Planning Board Chairperson \_\_\_\_\_ Date \_\_\_\_\_