Request for Board Action Application

OST OF PORTE

Code Enforcement Office

- ♦3265 Creek Road ♦ Youngstown, New York 14174 ♦
 - (716)745-3730, ext. 7 ◆ fax(716) 745-9022 ◆
 - ♦ mobile(716) 531-6431 ♦
 - ♦ p.jeffery@townofporter.net ◆



TOWN of PORTER * VILLAGE of YOUNGSTOWN

REQUIRED INFORMATION:

PROPERTY is located in what Zoning District: _

Is there a SPECIAL ZONING district/ LWRP requirement: ____

An incomplete Application may delay the timely issuance of your Permit; please enter "N/A" if a section is not/applicable.

Date of Application:								
1.) Project Location:								
a. Number & Street Address:	n. Number & Street Address:							
b. Tax Map Number (SBL):	Tax Map Number (SBL):							
d. Proposed Use/Occupancy of Property/Build	Proposed Use/Occupancy of Property/Building:							
2.) Owner Contact Information:								
a. Owner Name:	a. Owner Name:							
b. Address:	b. Address:							
	c. City, State, Zip code:							
d. Phone Number:								
e. Email:								
3.) Type of action requested:								
□ SITE PLAN REVIEW: □ preliminary review □ final revie	□ REZONING REQUEST							
☐ USE VARIANCE	□ MINOR SUBDIVISION							
□ AREA VARIANCE	☐ MAJOR SUBDIVISION							
□ SPECIAL USE PERMIT □ new □ renewal type/use:								
PROPOSED USE OF PROPERTY:								
LOCATED on the side of	(road, street, etc.)							

(continued on opposite side)

Is the parcel located in:	□ Flood Hazard Area	$\ \ \square \ NYSDEC \ Wetland$	\Box FEDERAL Wetland	□ BROWNFIELD					
Required documents che	cklist (verify applicabili	ity with Code Official):							
□ Letter of intent	□ Letter of intent □ Legal Description								
□ SEQRA part one (1)	s and/or Documents								
□ Site Plan		□ Agent's I	□ Agent's Letter (if applicable)						
□ Survey									
□ Public Hearing/Applica			ed						
□ Application denied for a									
□ Referral to Niagara County Planning Board (if required – refer to mutual agreement)									
□ Engineering cost recove	ery fee (if require) of \$_		date received						
APPLICANT'S SIGNATUI	RE:		date received	l					
CODE ENEODOMENT OF	EICED signatures		data maajiyaa	1					
CODE ENFORCMENT OF	FICER Signature:		date received	<u> </u>					
NOTES/STATEMENT OF	INTENT:								
For official / town use only: Sent to Zoning Board Sent to Planning Board Sent to Town Engine Sent to Highway Dep	ard on eer on partment on								

All Zoning actions require Planning Board referral. If Niagara County Planning Board referral is necessary, all completed referrals must be received at the NCPB office by close of business on Friday which falls six business days before the third Monday of each month.