

TOWN OF POTSDAM

35 Market Street
Potsdam, New York 13676

Supervisor Marie Regan, 315-265-4310
Town Clerk Cindy Goliber, 315-265-3430
Code Enforcement, Michael Weller, 315-265-0670

Highway Supt. John Keleher 315-265-3470
Assessor Kim Bisonette, 315-265-2810
Planning Board Chair, Larry Averill, 315-265-0670

SITE PLAN REVIEW/SPECIAL USE PERMIT

Permit Number: _____ Application Date: _____

Request relates to the following provisions of the Zoning Ordinance Chapter: _____

Property Owners Name: _____ Phone: _____

Property Involved: _____ Tax Map #: _____

Mailing Address: _____

Agent or Officer: _____

Agent/Officer address and Phone: _____

Purpose of Request: _____

SEQR TYPE ____ I ____ II ____ Unlisted ____ Neg. Dec. ____ Pos. Dec. ____

St. Lawrence County Planning Board Review Required: ____ Yes ____ No

Local Planning board Review: Special Use is ____ Approved ____ Refused

Reason for Refusal: _____

Date of Examination: _____ Planning Board Chairperson _____

The owner should submit with this application supporting materials including site plans with scaled distances, elevations, landscaping diagrams, traffic circulation diagrams, neighborhood land use maps and any other materials that will assist the Board to understand the request.

Print Name of Property Owner

Signature of Property Owner