



# CITY OF WATERTOWN, NEW YORK

245 Washington Street, Watertown, NY 13601  
Office: (315) 785-7730 - Fax: (315) 782-9014

## Special Use Permit Application

### APPLICANT INFORMATION

Name: **STAN LAYO**

Mailing Address: **804 STATE ST / 123 N. PLEASANT STREET**

Phone Number: **(315) 955-3306**

Email: **Tammy Layo @ yahoo.com**

### PROPERTY INFORMATION

Property Address: **804 STATE ST WATERTOWN, New York 13601**

Tax Parcel Number(s): **12 - 06 - 322**

Property Owner (if not applicant): **MARK BONNER**

If applicant is not owner or owner's representative, indicate interest in the property:

Signed Purchase Agreement (attach)       Signed Lease (attach)       None yet

Zoning District: **Neighborhood Business**

Required Attachments:

- 8.5x11 parcel map with property outlined with heavy black ink
- Sketch of the site drawn to an engineering scale (e.g. 1"=20')
- Completed Part I of the Environmental Assessment Form (SEQR)

### REQUEST DETAILS

Proposed Use: **Detail Shop**

Explain proposal (use additional 8.5x11 sheets if necessary):

**- Washing/Waxing/Detailing cars - only doing cars  
not selling any cars.**

I certify that the information provided in this application is true to the best of my knowledge.

Signature:

Date:

**6/15/12**

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR: <i>S&amp;S Auto Detailing / STAN LAYO</i>	2. PROJECT NAME <i>Detailing Shop</i>
3. PROJECT LOCATION: <i>804 STATE STREET</i> Municipality _____ County <i>JEFFERSON</i>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>804 STATE ST (intersection - S. Rutland St.)</i>	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>Auto detailing shop - Detail cars.</i>	
7. AMOUNT OF LAND AFFECTED: Initially <u><i>1/2</i></u> acres                      Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                      If no, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: <i>Residential neighborhood</i>	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If yes, list agency(s) and permit/approvals <i>DBA/EIN #</i>	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If yes, list agency(s) and permit/approvals <i>DBA/EIN #</i>	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE  Applicant/sponsor name: <u><i>Stanley Layo</i></u> Date: <u><i>6/15/12</i></u> Signature: <u><i>Stanley Layo</i></u>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

## SPECIAL USE PERMIT APPLICATION INSTRUCTIONS

### What to submit -

- ~~16~~ 3 copies of the "Special Use Permit Application" form, completed to the best of your knowledge
- ~~16~~ 3 copies of the required attachments, listed in the "Property Information" section of above form
- \$100.00 non-refundable check, payable to the City of Watertown, New York
- PDF of the application and attachments, if possible

**Where to submit** - Special Use Permit applications shall be submitted to the City Engineer, 245 Washington Street, Watertown, NY 13601, at least 14 calendar days prior to the next Planning Board meeting (21 days if county review is required—see below).

**What it is** - A Special Use Permit is a special authorization by City Council to allow a particular land use in a zoning district that would otherwise prohibit said use. Acceptable special uses are listed in the Zoning Code under each district description. The purpose of the SUP process is to ensure that the proposed use will not adversely affect the neighborhood.

**What the process is** - The procedure for Special Use Permits follows section 27-b of the New York General City Law, the City Zoning Ordinance, 6 NYCRR Part 617 (SEQR), and New York General Municipal Law Section 239. Special Use Permits are subject to approval by the City Council after a recommendation from the Planning Board.

**Public hearing required** - A public hearing will be held by the City Council within 62 days of the receipt of an application.

**Posting of notice on property** - The applicant shall post a sign provided by the Planning Office on the premises of the proposed permit for a period of at least 2 weeks prior to the public hearing. The applicant shall submit an affidavit to the Council stating they this requirement has been met.

**Decision deadline** - The City Council will render a decision regarding approval of the application within 62 days of the public hearing. The deadline may be extended by mutual consent. The decision of the City Council shall be filed with the City Clerk within five days of rendering, and a copy will be mailed to the applicant.

**SEQRA** - The City Council will comply with the provisions of the State Environment Quality Review Act under Article 8 of the Environmental Conservation Law and the regulations contained therein.

**County Planning Board Review** - Those applications within the jurisdiction of General Municipal Law § 239 will be referred to the Jefferson County Planning Board for review. A recommendation from that Board is required before the Council may take action. To ascertain whether or not your property falls within this jurisdiction, visit the Planning or Engineering offices at City Hall, or phone (315) 785-7730.

**Conditions** - The Council may impose reasonable conditions and restrictions that are directly related to the proposed Special Use. Such conditions must be met in connection with the issuance of any permits by the City Engineer, Code Enforcement Bureau, or other City officer.

**Expiration** - A Special Use Permit shall expire one year from the date it was granted if the involved property has not been used for the approved special use. A Special Use Permit will also expire immediately upon the cessation of the approved special use. Council may impose more stringent expiry conditions at their discretion.

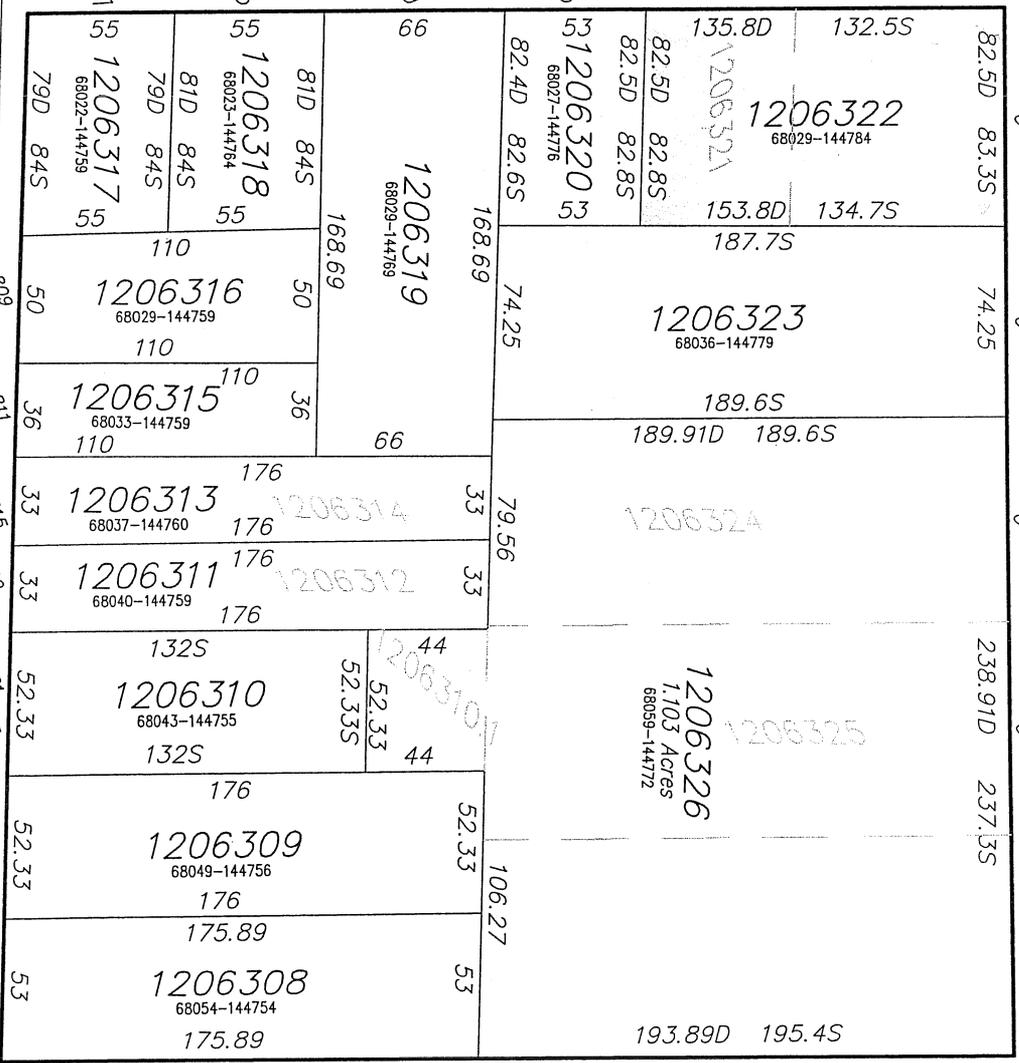
# STREET SOUTH

RUTLAND STREET NORTH

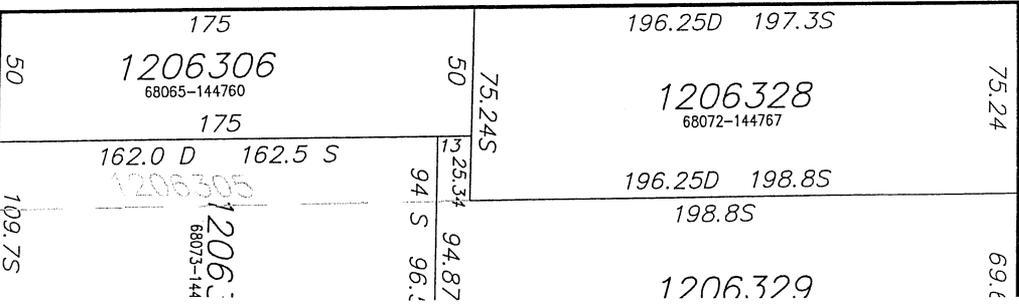
# STATE

6-9

CENTRAL STREET



# STREET



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