

**TOWN OF MANCHESTER**  
**1272 County Road #7**  
**Clifton Springs, N.Y. 14432**  
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TOWN CLERK – Devon Hayes  
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SUPERVISOR  
David W. Phillips  
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HIGHWAY SUPT. – Jason Lannon  
Ext. 6

SOLE ASSESSOR – Jennifer Fagner  
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ZONING – Steve DeHond/Marty Barnett  
Ext. 4

**\*\*TOWN OF MANCHESTER PLANNING BOARD\*\***  
**APPLICATION FOR SITE PLAN DEVELOPMENT APPROVAL AND/OR SPECIAL USE PERMIT**

**Permit Number:** \_\_\_\_\_

**Preliminary** ◇ Date: \_\_\_\_\_  
(Check appropriate box)

**Final** ◇ Date: \_\_\_\_\_

**Applicant:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

**Plans Prepared By:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

**Owner** (if different):

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

**Ownership intentions**, (i.e. purchase options): \_\_\_\_\_  
\_\_\_\_\_

**Location of site:** \_\_\_\_\_  
\_\_\_\_\_

**Tax Map Description:** \_\_\_\_\_  
Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

**Current Zoning Classification:** \_\_\_\_\_

**State and Federal Permits Needed (list type and appropriate department):**

\_\_\_\_\_

\_\_\_\_\_

**Proposed Uses(s) of Site:** \_\_\_\_\_

\_\_\_\_\_

**Total Site Area (Square Feet or Acres):** \_\_\_\_\_

**Anticipated Construction Time:** \_\_\_\_\_

**Will Development Be Staged?** \_\_\_\_\_

**Current Land Use of Site** (agriculture, commercial, undeveloped, etc.): \_\_\_\_\_

\_\_\_\_\_

**Current Condition of Site** (buildings, brush, etc.): \_\_\_\_\_

\_\_\_\_\_

**Character of Surrounding Lands** (suburban, agricultural, wetlands, etc.): \_\_\_\_\_

\_\_\_\_\_

**Estimated Cost of Proposed Improvement(s):** \_\_\_\_\_

**Anticipated increase in number of residents, shoppers, employees, etc.** (as applicable):

\_\_\_\_\_

\_\_\_\_\_

**Describe proposed use, including primary & secondary uses; ground floor area; height; and number of stories for each building: (USE SEPERATE SHEET IF NEEDED)**

- for residential buildings include number of dwelling units by size (efficiency, one-bedroom, two-bedroom, three- or more bedrooms) and number of parking spaces to be provided.
- for non-residential buildings, include the total floor area and total sales area; number of automobile and truck parking spaces.
- Other proposed structures

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