

# Special Use Permit - Town of Caroga Planning Board

It is the responsibility of the Applicant to submit TEN copies of all required documents to the Code Enforcement Office.

Any items larger than 8.5 X 11 must also be emailed to [codes@caroga.town](mailto:codes@caroga.town) in pdf form.

Missing items will delay the Planning Boards ability to make a decision.

1. A Town of Caroga Planning Board Application form.
2. A plot plan drawn to scale with accurate dimensions, including height of any buildings being considered, providing information sufficient to enable the Board to make an informed decision, and an agricultural data statement as defined below.
3. A narrative describing the proposed use and operation.
4. A short-form or long-form SEQR Environmental Assessment Form (EAF) with Part 1 fully completed by the applicant. A long-form EAF shall be required for all SEQRA Type 1 Actions, but the Planning Board may require a long-form EAF for Unlisted Actions if the Board deems that the additional information contained on the long-form would be helpful and appropriate under the circumstances of the project proposal.
5. The application fee is \$250.00.

Take Note: The Planning Board may require additional documents for an application; if it deems appropriate in order to accomplish the purposes set forth herein.

Please go to the Planning and Zoning  
section at our Town's website:  
[caroga.town](http://caroga.town)  
for forms and further information.