

TOWN OF WARWICK
CHANGE OF USE APPLICATION
\$100 IF GRANTED OR \$500 IF PLANNING BOARD PRE-APP IS NEEDED

Application is hereby made to the Building Department for the issuance of a Change of Use permit. The applicant agrees to comply with all applicable laws, ordinances and regulations.

164-46B(5). Site plan review and special use permit approval by the Planning Board shall be required for an expansion, exceeding 15% of the ground area of the use, or involving a change of use to a more intensive use on the basis of increased water supply, sewage disposal, stormwater runoff management, parking needs, traffic generation, or zoning compliance, such determination to be made by the Building Inspector. A building permit and certificate of occupancy shall not be issued by the Building Inspector for such uses or buildings determined to be more intensive without first obtaining approval from the Planning Board.

CHECKLIST:

1. Provide site plan showing: water supply, sewage disposal, storm water runoff management, parking needs & traffic generation.
2. Location of the building that illustrates occupational areas.
3. Survey showing building location for change of use.
4. Location of existing septic field, well and driveway sight distances.

Date: _____

SITE DATA:

Street Location: _____

Section – Block – Lot: _____ – _____ – _____ Zone: _____

OWNER:

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Mobile: _____

DESCRIPTION:

Prior use: _____

Proposed use: _____

Name of Business: _____

Number of parking spaces provided: _____

Total floor area of the Building: _____ (SF)

Total floor area of the Building that will be used for business: _____ (SF)

Number of persons employed: _____

Hours of operation: _____

Contact information for Business: (if different from owner)

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Mobile: _____

AUTHORIZATION:

State of New York, County of _____, _____, being duly sworn deposes and says he/she is the owner and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

Sworn to before me

this _____ day of _____, 20 _____

Owner Signature: _____

Notary Public: _____

Print Name: _____

Stamp:

FOR TOWN USE ONLY

Fee paid: _____

Check #: _____

Cash

App #: _____