

# COUNTY OF SUFFOLK



STEVEN BELLONE  
SUFFOLK COUNTY EXECUTIVE

DEPARTMENT OF ECONOMIC DEVELOPMENT AND PLANNING  
DIVISION OF PLANNING AND ENVIRONMENT

## SUFFOLK COUNTY FARMLAND COMMITTEE

JOANNE MINIERI  
DEPUTY COUNTY EXECUTIVE AND COMMISSIONER

SARAH LANSDALE  
CHAIRPERSON, SCFC

### SUFFOLK COUNTY PURCHASE OF DEVELOPMENT RIGHTS PROGRAM

#### *Special Use Permit Application for Special Events*

This application form is to be completed by the landowner(s) or applicant(s) seeking permission for an agricultural related special event on agricultural land to which the County has purchased development rights. Information contained in this completed application form will be used by the Department of Economic Development and Planning, Division of Planning and Environment and the Suffolk County Farmland Committee to evaluate requests and make permit decisions pursuant to Chapter 8 of the Suffolk County Administrative Local Laws.

Each application shall include a \$100.00 non-refundable application fee, pursuant to § 8-8(F) of the Suffolk County Administrative Local Laws. Checks should be made payable to the *Suffolk County Treasurer*. Applications submitted without the application fee shall be deemed incomplete. Applications must be *received* by the Department of Economic Development and Planning, Division of Planning and Environment at least, but no later than, two weeks prior to the Farmland Committee meeting.

2013 SCHEDULE OF MEETINGS	
<i>DATE OF FARMLAND COMMITTEE MEETING</i>	<i>APPLICATION DEADLINE</i>
Tuesday, January 22, 2013	Tuesday, January 8, 2013
Tuesday, March 19, 2013	Tuesday, March 5, 2013
Tuesday, May 21, 2013	Tuesday, May 7, 2013
Tuesday, July 23, 2013	Tuesday, July 9, 2013
Tuesday, September 24, 2013	Tuesday, September 10, 2013
Tuesday, November 19, 2013	Tuesday, November 5, 2013

Applications should be sent to the address below:

Suffolk County Farmland Committee  
Ms. Sarah Lansdale, Director  
Suffolk County Department of Economic Development and Planning  
Division of Planning and Environment – 4<sup>th</sup> Floor  
P.O. Box 6100  
Hauppauge, NY 11788-0099

Your application, once deemed complete, will be scheduled to be placed on the agenda of the next Farmland Committee meeting. Please submit your application as soon as possible to avoid delaying review. In order to process your application as quickly as possible, we suggest that you use the checklist on the last page of this application to make sure you include all of the required information.

Please fill in the landowner's information requested below:

<b>LANDOWNER NAME (If the landowner is not an individual, identify the representative of the entity specified below)</b>		
<b>ENTITY NAME (i.e., Land holding company, L.L.C., etc.) (If applicable)</b>		
<b>MAILING ADDRESS (Include Street No. and Name, Apt. No., and/or P.O. Box No.)</b>		
<b>CITY</b>	<b>STATE</b>	<b>ZIPCODE</b>
<b>TELEPHONE NUMBER</b>	<b>FAX NUMBER</b>	
<b>EMAIL ADDRESS</b>		

If the applicant or operator is different than the landowner, please include the applicant's information below:

<b>APPLICANT NAME (If the applicant is not an individual, identify the representative of the entity specified below)</b>		
<b>ENTITY NAME (i.e., Official business name of applicant/farm operator) (If applicable)</b>		
<b>MAILING ADDRESS (Include Street No. and Name, Apt. No., and/or P.O. Box No.)</b>		
<b>CITY</b>	<b>STATE</b>	<b>ZIPCODE</b>
<b>TELEPHONE NUMBER</b>	<b>FAX NUMBER</b>	
<b>EMAIL ADDRESS</b>		

Enter the name of the operation (e.g., Smith Family Farm) and the physical address of the subject parcel in the space provided below:

<b>NAME (d/b/a)</b>		
<b>ADDRESS</b>		
<b>CITY</b>	<b>STATE</b>	<b>ZIPCODE</b>

Identify the tax map number of each Suffolk County PDR parcel that will be included in the total application. Attach additional sheets if the space provided below is insufficient to answer the question completely.

	District		Section		Block		Lot
ex.	0200	-	010	.	00	-	01 . 00 - 014 . 000

**Description of proposed special event** (Attach additional sheets if the space provided below is insufficient to provide all necessary details):

*Note, a maximum of one special event is permitted per calendar year on Suffolk County PDRs. Only special events consisting of agricultural education, or the promotion or sale of agricultural products, as determined by the Committee, shall be permitted, pursuant to Chapter 8, Section 8-8(A)(2)(b) of the Suffolk County Administrative Local Laws.*

- a. Type (i.e., type of agritourism activity) \_\_\_\_\_  
\_\_\_\_\_
- b. Purpose \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- c. Location (i.e., where on the parcel will the event occur?) \_\_\_\_\_  
\_\_\_\_\_
- d. Time/date/duration *Note: Event may not exceed 2 days of operation, pursuant to Chapter 8, Section 8-8(A)(2)(b)(3) of the Suffolk County Administrative Local Laws.* \_\_\_\_\_  
\_\_\_\_\_
- e. Number of attendees \_\_\_\_\_
- f. Plan for entrance to and exit from the event (*Depict* on site plan) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- g. Plan for parking (*Depict* on site plan) \_\_\_\_\_



**LANDOWNER CERTIFICATION & AUTHORIZATION OF APPLICATION**

I, \_\_\_\_\_ (print full name), the undersigned, certify that I am the owner of the land identified in this application and authorize the submission of this application by either myself, my attorney \_\_\_\_\_ (print full name, if applicable) or a lessee/tenant \_\_\_\_\_ (print full name, if applicable) or a designated agent \_\_\_\_\_ (print full name, if applicable). I, the undersigned LANDOWNER, certify that this application form including any attached documentation constitutes a true statement of facts to the best of my knowledge.

LANDOWNER Signature \_\_\_\_\_

**ATTORNEY CERTIFICATION (If applicable)**

I, the undersigned ATTORNEY \_\_\_\_\_ (print full name), certify that this application form, including any attached documentation, constitutes a true statement of facts to the best of my knowledge.

ATTORNEY Signature \_\_\_\_\_

**LESSEE/TENANT CERTIFICATION (If applicable)**

I, the undersigned LESSEE/TENANT \_\_\_\_\_ (print full name), certify that this application form, including any attached documentation, constitutes a true statement of facts to the best of my knowledge.

LESSEE/TENANT Signature \_\_\_\_\_

**DESIGNATED AGENT CERTIFICATION (If applicable)**

I, the undersigned DESIGNATED AGENT \_\_\_\_\_ (print full name), certify that this application form, including any attached documentation, constitutes a true statement of facts to the best of my knowledge.

DESIGNATED AGENT Signature \_\_\_\_\_

**Please Use the checklist below to ensure you have included all the necessary items:**

- \$100.00 Application fee
- Landowner Name and Information
- Operator Name and Information (if different from landowner)
- Name of the Operation and Physical Address of subject parcel(s)
- Tax Map Information (SCTM#(s))
- Detailed* description of the special event
- Site Plan with floor and elevation plans (if applicable)
- Written permission or Certification Statement from the landowner authorizing the lessee/tenant, attorney, or agent (e.g., relative) to represent the application and confirming that the landowner authorizes the proposed application (if applicable)
- Certification Statement from the landowner/attorney/lessee/tenant/agent certifying the information contained in the application.
- Any *additional* supporting documentation (photographs, environmental reviews, letters of support, etc.)