

**TOWN OF MANLIUS  
SPECIAL PERMIT APPLICATION  
(Original or Renewal)**

DATE: JUNE 17 2019

Tax Map # 117-01-03.0

I LINDA JONES as applicant relative to property located at 8317 MANLIUS CAZEMOVA RD, MANLIUS, NY 13104 hereby request/apply for issuance/renewal (CIRCLE ONE) of a **SPECIAL PERMIT** from the Town of Manlius Town Board as required by the Town of Manlius Code, submit the following application and documentary evidence and/or information, including comprising the Exhibits in support of this request and certify that it is correct, true and accurate to the best of my/our knowledge and after reasonable due diligence and investigation. I further knowledge and agree that should any such evidence or information be later determined as false or not credible in any material respect, any special permit issued/renewed based thereon may be determined by the Town Board as void from the start or revocable.

\_\_\_\_\_  
*Applicant's Signature*

A 1. Owner(s) of property: LINDA JONES

A 2. Status (Owner, Lessee) of each applicant: OWNER

A 3. Present Zoning of Property: R-A

A.4. Present Use of Property (describe in detail as best as reasonably possible- add additional pages as needed): SINGLE FAMILY DWELLING, 2 BEDROOMS, 1 BATH, 1383 SF LIVING SPACE, 720 SF 2 CAR GARAGE, PORCH, DECK

A5 Describe property condition at present: 4.31 ACRES, 257 FT FRONTAGE, DRIVEWAY, SEPTIC, WELL, FENCED-IN PARK YARD, HEAVY VEGETATION AT FRONT YARD & EAST SIDE YARD

B 1. Proposed use of property: CONSTRUCT 30'x40' BUILDING FOR 460 SF SMALL DOG GROOMING, 5 to 6 DOGS PER DAY - 740 SF RETAIN SINGLE FAMILY DWELLING / PERSONAL DOG TRAINING

B 2. Anticipated number of employees, guests, customers on property:  
- NO ADDITIONAL EMPLOYEES BEYOND OWNER  
5 TO 6 CUSTOMERS PER DAY - DROPOFF & PICKUP

B 3. Hours of Proposed Operation: TUESDAY - FRIDAY 8:00 AM TO 5:00 PM

B 4. Anticipated Automobile Parking: 2 SPACES FOR CUSTOMER DROP-OFF & PICK UP, EXISTING 2 CAR GARAGE FOR DWELLING PARKING REMAINS - (ADDITIONAL GUEST PARKING IN FRONT OF GARAGE)

B 5. Parking Area Buffer/Screening: EXISTING VEGETATION @ ROAD AND SIDE YARDS

B 6. Anticipated Vehicle Traffic Volume/Flow: 5 to 6 CARS PER DAY DROP OFF AND PICK UP - STAY 10 MINUTES EACH

B 7. Proposed Site Lighting: DARK SKY COMPLIANT FLOOD LIGHTS ON MOTION DETECTORS AT NEW BUILDING & FRONT OF EXIST. HOUSE

B 8. Anticipated noise sources, known decibel levels: NO NOISE GENERATED ABOVE AMBIENT LEVELS - DOGS KEPT CRATED INSIDE, GROOMED INSIDE, WALKED ON LEASH

B 9. Landscape:

- a) Existing landscaping: MATURE VEGETATION AT ROAD & EAST PROPERTY LIKE W/ MATURE TREES AROUND HOUSE.
- b) Proposed landscaping: NO ADDITIONAL SCREENING REQUIRED

B 10. Proposed Signage: 4 SF SIGN ON BUILDING FACE, NO SIGN AT ROAD

B 11. Level of municipal and other services required to support the proposed activity (i.e., water supply sanitary sewage facilities): WATER & SEPTIC PRIVATE. ANTICIPATE 6 to 8 GALLONS PER DOG x 5 to 6 DOGS = < 50 gallons PER DAY.

B 12. Specific Requirements:

Town Code (District) Requirement; Proposal:

Parking Spaces	<u>2 DWLG 2 BUSINESS</u>	<u>4</u>
Lot Coverage	<u>NA</u>	
Front Yard Setback	<u>40'</u>	<u>40'</u>
Side Yard Setback	<u>20'</u>	<u>54.2' / 142'</u>
Rear Yard Setback	<u>40'</u>	<u>64'</u>
Maximum Height of Building	<u>17'</u>	<u>17.0'</u>

TOWN OF MANLIUS

SPECIAL PERMIT APPLICATION – EXHIBIT “G”

PROFESSIONAL FEES REIMBURSEMENT AGREEMENT

As a condition of the application(s) to the Town of Manlius, its Zoning Board of Appeals, Planning Board, codes administration/planning office, and/or Town Board (the “Town”) for various zoning, land use, construction and related reviews, approvals, certificates, permits and related consideration(s) (including for any local governmental assisted funding) related to the request of DOG GROOMING: (the “Application”),  
LINDA JONES [name], 8317 MANLIUS-CAZENOVIA  
RD, MANLIUS, NY 13104 [legal address] (“Applicant”) relative to  
proposed development at 8317 MANLIUS CAZENOVIA RD [project address], Tax Parcel #  
117-01-03.0, Manlius, New York, and related matters (the “Project”) agrees as follows:

The Application and Project may or will likely entail that the Town incur legal, engineering, architectural, administrative and related expense(s) including, without limitation, for both on staff and third party consultants involved in the consideration of the Application and Project, and including, without limitation, attendance at Zoning Board of Appeals, Planning Board, and Town Board meetings, consultation with the Applicant, its or the Town’s engineer, architect, attorney, and/or other Town officers and employees, or consultants or professional service providers, incidental to the Application from the earlier of the filing of the Application for and/or first presentation of the Project to Town, and through final completion and issuance of all Town and other governmental permits, certifications and approvals.

In connection with and consideration of the foregoing, Applicant agrees to bear all cost and expense for such administrative, legal, engineering, architect and other professional and consulting assistance to the Town incidental to the Application and Project, and including that expense incurred by the Town for Town employees and officers performing reasonable and necessary work on behalf of the Town incident to the Application or Project.

In connection with the foregoing, Applicant shall reimburse the Town for time spent by outside consultants and professionals at the usual rate charged by them to private clientele, or if none, then the usual rate charged to municipalities. Reimbursement for the cost of Town employees and officers shall be based upon the cost to Town for the services of such persons, including salary and fringe benefits, reduced to an hourly rate and including overtime where directly attributable to the Application or Project.

Should the Town determine, in its sole discretion, that additional services are required to represent, supervise, inspect, evaluate and/or consult, including in order to protect the rights and/or interests of the Town such as relative to an enforcement or violation proceeding, the Applicant shall likewise bear all costs associated with such services.

This Agreement shall be effective as of JUNE, 2010. The Applicant shall deposit an initial sum of \$      , and such other amounts as from time to time the Town may determine, payable to and deposited with the Town and which sum or sums shall be applied against those sums reimbursable to the Town pursuant to the terms of this Agreement (the “Deposit”). Upon completion or discontinuance of the Application and Project and payment of all fees incurred, any unused Deposit shall be returned to the Applicant.

The Applicant shall receive periodically, one or more statements detailing charges for which reimbursement has been made against the Deposit, detailing unpaid amounts, if any, and setting forth any additional Deposit required by the Town. Failure to pay any amounts due the Town of Manlius within twenty (20) days of the date of statement may result in the termination of work/services by Town relative to the Application, the non-issuance suspension or revocation of any certificates, permits or approvals, and/or denial of applications, the Town’s commencement of collection efforts, and/or the exercise of any other rights or remedies available to Town hereunder or pursuant to applicable law, including under the Town Code. No certificates, approvals or permits, including, without limitation, Certificates of Occupancy/Compliance, may be issued until all fees due hereunder are paid or sufficient Deposit for same made.

Notwithstanding any provision hereof to the contrary or otherwise, the intent of this Agreement is to subject all of those subject matter areas under applicable provisions of Federal, State, and County laws, rules and regulations whatsoever, the Town Code including as any of same may be amended from time to time, and without limitation, those provisions under Chapters 59, 63, 72, 83, 95, 96, 104, 119, 123, 125, 126, 127, 131, 147, and 155 of the Town Code to the provisions hereof; in addition any financing or funding applications incidental to the Application or Project and requiring sponsorship or support of Town, and review under the State Environmental Quality Review Act or other State or Federal environmental, historical or related laws, rules or regulations shall likewise be subject to the provisions hereof.

In addition, and notwithstanding any provisions hereof to the contrary or otherwise, any provisions of the Town Code or other laws, rules or regulations providing rights more favorable to and protective of Town shall be deemed incorporated herein by reference, and shall not be deemed superseded by less protective provisions herein.

In the event of a breach or default by Applicant, Town shall be entitled to pursue any and all legal rights and remedies pursuant to applicable law including, without limitation, the Town Code and shall be entitled to recover, in addition to any sums due, reasonable attorney's fees, costs and disbursements incurred in any such efforts.

If any part of this Agreement or the application thereof to any person or entity or circumstance is adjudged invalid, illegal or unconstitutional by any court of competent jurisdiction, such order or judgment shall be confined in its operation to the part of this law or in its application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Agreement or the application thereof to other persons, entities or circumstances. Further, in adjudging such invalid, illegal or unconstitutional provision or part thereof, the court shall attempt to modify same to a provision or part which is not illegal, invalid or unconstitutional and which best achieves the intent of such illegal, invalid or unconstitutional provision or part thereof.

The Town Supervisor has executed this agreement pursuant to a blanket Resolution adopted by the Town Board at a meeting thereof held on \_\_\_\_\_, 20\_\_\_\_, and is duly authorized and empowered to execute this instrument and enter into this Agreement on behalf of the Town of Manlius.

In the event Applicant is a closely held corporation, partnership or limited liability company, its three (3) largest principals shall be signatories to this Agreement, as joint and severable parties with Applicant and Town.

This instrument shall be executed in triplicate. At least one original shall be permanently filed, after execution thereof, in the office of the Town Clerk and one in the Code Enforcement Office.

Dated: June 17, 2010 LINDA JONES  
Print Applicant Name Applicant's Authorized Signature/Title

Applicant Address: 8317 MANLIUS-CAZANOVIA RD  
MANLIUS, NY 13104

Print Applicant (Principal) Name Applicant's Principal Signature

Print Applicant (Principal) Name Applicant's Principal Signature

Print Applicant (Principal) Name Applicant's Principal Signature

TOWN OF MANLIUS

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

617.20  
Appendix B  
Short Environmental Assessment Form

**Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: <b>LINDA JONES - DOG GROOMING</b>			
Project Location (describe, and attach a location map): <b>EAST OF BRINDAN FIELDS RD 8317 MANLIUS CAZENOUVA RD, NORTHSIDE OF ROAD</b>			
Brief Description of Proposed Action: <b>CONSTRUCT 30'x40' BUILDING FOR DOG GROOMING BUSINESS ON EXISTING SINGLE FAMILY DWELLING PROPERTY - 460 SF DOG GROOMING, 740 SF PERSONAL DOG TRAINING</b>			
Name of Applicant or Sponsor: <b>LINDA JONES</b>		Telephone: <b>315-569-9744</b>	
		E-Mail:	
Address: <b>8317 MANLIUS CAZENOUVA RD</b>			
City/PO: <b>MANLIUS</b>		State: <b>NY</b>	Zip Code: <b>13104</b>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO	YES
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:		NO	YES
<b>BUILDING PERMIT - TOWN of MANLIUS</b>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? <b>4.3</b> acres			
b. Total acreage to be physically disturbed? <b>20.1</b> acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? <b>4.3</b> acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="checked" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="checked" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies:	NO	YES	
	<input type="checkbox"/>	<input checked="checked" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <u>ON SITE WELL - EXISTING</u>	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <u>ON SITE SEPTIC SYSTEM EXISTING</u>	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: † <input type="checkbox"/> Shoreline    † <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands    † <input checked="checked" type="checkbox"/> Early mid-successional † <input type="checkbox"/> Wetland    † <input type="checkbox"/> Urban <input checked="checked" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor name: <u>LINDA JONES</u>		Date: <u>JUNE 17, 2019</u>
Signature: _____		

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"**

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input type="checkbox"/> †Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)