

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT
109 North Main Street
Oneida, New York 13421

Project Location:		
Tax Map #:		
Applicant Name:		
Applicant Address:		
Property Owner (If Different):		
Zone:	Ward:	Application #:

Conditional Use Permit Application Submission Receipt

Received	Item
☐	Cover Sheet
☐	Conditional Use Permit Application
☐	Code Enforcement Documentation (if applicable)
☐	Location Map from Assessor
☐	Required Application Fee(s)
☐	Site Plan / Site Sketch / Supporting Plans (Per Chapter 190 Requirements)
☐	Photos / Renderings / Supporting Exhibits (if applicable)
☐	SEQR Forms
☐	Proof of Current Property Taxes (if required) (See Chamberlain)
☐	Operational Narrative
☐	Owner Authorization (if applicant is not property owner)
☐	Parking / Circulation Information (if applicable)
☐	Lighting / Landscaping / Screening Information (if applicable)
☐	Outside Agency Materials (if applicable)
☐	Other _____

Date Submitted: _____

Received By (Print): _____

Signature: _____

This receipt acknowledges that the City of Oneida Department of Planning and Development has received the items indicated above. Receipt of materials does not constitute a determination of completeness, scheduling for review, or approval of the application. Additional information may be required upon staff, agency, or PCZBA review.