

# 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** *Agricultural Development/Special Use Permit Application*

This application form is to be completed by the landowner(s) or applicant(s) seeking permission for agricultural related improvements 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 (\*fee waived for permission to remove or demolish an existing structure), 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.

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., 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>		

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

<b>NAME (d/b/a)</b>		
<b>ADDRESS</b>		
<b>CITY</b>	<b>STATE</b>	<b>ZIPCODE</b>
<b>TYPE OF OPERATION (i.e., fruits, vegetables, vineyard, nursery)</b>		
<b>TYPE OF OPERATION 2</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 improvements** (Attach additional sheets if the space provided below is insufficient to provide all necessary details):

*Note, only improvements necessary for agricultural production or agricultural tourism, as determined by the Committee, shall be permitted on agricultural land, pursuant to Chapter 8, Section 8-2: Definitions, of the Suffolk County Administrative Local Laws.*

- a. Type(s) (e.g., fence, storage barn, greenhouse, farmstand, road/parking area, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- b. Number of each type of improvement (e.g. 2 barns, 1 greenhouse, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c. Dimensions (i.e., length, width, and height) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- d. Description of footing/foundation plan of building, if applicable (e.g., posts/poles, floating slab, crawl-space, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- e. Material(s) (e.g., wood and wire fence, aluminum barn, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

f. Location(s) of improvements (*Depict on the site plan*) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

g. Use(s) (e.g., fence to keep out deer, barn for farm equipment storage, etc.) *Please describe how the improvements support a(n) existing or proposed commercial agricultural operation* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

h. Utilities (e.g., electric, water, sanitary) (*Depict on site plan*)

i. Will utility service be provided via underground or above-ground connections? \_\_\_\_\_  
\_\_\_\_\_. Please describe the components and dimensions of the proposed utility infrastructure (i.e., Will there be irrigation pumps, drywells, etc. and note the length(s) of the utility line(s)/main(s)) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ii. Where will the electric/water/gas service connect from (e.g., connect at street, via an existing structure that is already served, a well)? \_\_\_\_\_  
\_\_\_\_\_

iii. If applicable, please describe the sanitary system improvements (e.g., capacity of septic tank and size of leaching pool) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iv. If applicable, please describe the sanitary system improvements (e.g., capacity of septic tank and size of leaching pool) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For all permit requests, please attach a site plan drawn to scale for any and all proposed improvements, including utilities. Please also include floor and elevation plans, if applicable. The Applicant may also choose to include additional information (photos, diagrams, environmental reviews, letters of support, etc.) that will help the Suffolk County Department of Economic Development and Planning, Division of Planning and Environment and the Farmland Committee assess your application.



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**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  
\* (fee waived for permission to remove or demolish an existing structure)
- 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 proposed improvement(s)
- 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.)