

CONDITIONAL USE PERMIT APPLICATION

Part 1. Application Notes

A Conditional Use Permit is required for a property with a proposal for a use listed in the Permitted Use Table in Section 375-3(B) as a conditional use for a zone district. Conditional uses are those uses that have potential unforeseen impacts or unique form and require a careful case-by-case review of their location, design, configuration and impact to determine the desirability of permitting their establishment on any particular site.

1. The Planning Board reviews the application and makes its decision based on the standards in Section 375-5(E)(16)(c).
2. The Planning Board may impose conditions to ensure that the proposed use meets these standards and any other applicable provisions of the USDO.
3. A public hearing is required for all conditional use permit applications.
4. If approved, the conditional use is approved only for the portions of the property specified in the application.
5. In addition to meeting the requirements of the USDO, the proposal may be subject to other City ordinances, including but not limited to Chapter 133 (Building Construction), and may be subject to disapproval if not proposed in compliance with these articles.

Note: A pre-application meeting is available upon request prior to submitting this application.

Part 2. General Information

Proposed Conditional Use: **Self- Service Laundromat**

Building Area to be Occupied (sq. ft.): **850 sq. ft.**

Outdoor Site Area to be Occupied (sq. ft.): **0**

Other Uses at the Site: **Office Space**

Has any portion of the land been the subject of a conditional use permit previously? Yes No

If yes, state the case number(s) of the conditional use approval(s):

Part 3. Project Description

Project Description *(Describe what the proposed use is and how it will operate, including hours and days of operation, number of employees, number of clients, parking and loading requirements, etc.):*

Proposed use is a Self- Service Laundromat. Providing a clean space and up-to-date equipment that will service the community better than the options currently available. Business hours will be 6A-11P in line with the zoning allowance. No employees will be necessary however companies from the community will be contracted to service the laundromat.

Number of Employees: **0**

Maximum Occupancy: **20**

Hours of Operation:	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	6A-11P	6A-11P	6A-11P	6A-11P	6A-11P	6A-11P	6A-11P

County Permit(s) Required: **None**

State Permit(s) Required: **None**

Federal Permit(s) Required: **None**

Part 4. Consistency with Neighborhood and Development Pattern

A. Describe why the proposed location was chosen for the establishment of the conditional use being sought:

The location is central to the neighborhoods we intend to provide service to.

B. Describe how the proposed use is consistent with the existing and planned development within the immediate area:

The area is mixed use with businesses and residential consistent with the proposed use.

Part 5. Fiscal and Environmental Impacts

A. Describe the nature, scope and duration of work to be undertaken in order to establish the use:

Work will be limited to changes to cosmetic changes for the space as well as plumbing and electrical modifications to service the Laundromat. Anticipated duration would be less than one month from permit.

B. Describe any impacts the proposed conditional use will have upon the adjacent properties, and if and how they will be mitigated:

There is no anticipated impact on the adjacent properties.

C. Indicate any of the following operational characteristics (from Section 375-4(J)(1), Operating Standards) that will be generated by the proposed use (check all that apply):

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Hazardous materials | <input type="checkbox"/> Electromagnetic radiation | <input type="checkbox"/> Emissions | <input type="checkbox"/> Glare |
| <input type="checkbox"/> Odors | <input type="checkbox"/> Materials and waste handling | <input type="checkbox"/> Noise | <input type="checkbox"/> Nuclear Radiation |
| <input type="checkbox"/> Vibration | <input type="checkbox"/> Smoke | <input checked="" type="checkbox"/> N/A | |

For all checked boxes please describe the source, and explain how it will be mitigated as part of this application.

D. Describe the volume of refuse expected to be generated by the use, and the means of storage and disposal:

There is no anticipated change in refuse that the current building sewer line cannot handle.

E. Are there any public funds from any source being used to improve the site or for the operation of the conditional use?

No public funds are being utilized.

F. Are any unplanned public infrastructure or service improvements required as a result of an approval of the proposed conditional use (e.g., street repaving, sewer upgrade, storm drainage improvements, etc.)?

None

G. Indicate whether there is an increase or decrease in impervious surface area as a result of the proposal:

None

Part 6. District and Use Standards

A. Explain how the proposed conditional use is consistent with the purposes and objectives of the zone district in which it is located:

The Proposed Conditional Use will provide an additional service to the District in a Clean, Updated, and Safe environment.

B. Describe how the use complies with the Use Specific Standards applicable to that use, as enumerated in Section 375-3(C) of the USDO:

There are no use specific standards applicable to this establishment.

Part 7. Public Impact

A. Will the proposed use generate any unique or elevated need for police, fire or emergency services?

The proposed use will not generate any elevated need for police, fire, or emergency services.

B. Describe the type of traffic the use is expected to generate and indicate which days and between what hours the peak period of use occurs.

The proposed layout and machine quantity will service a smaller amount of customers per day. The peak period of use is anticipated as Saturday and Sunday between 9AM-5PM.

C. Describe if the use will be served by commercial delivery vehicles, the anticipated number of deliveries per day and where the vehicles will park:

The proposed use will not be serviced by commercial delivery vehicles and will focus on residential level customers.

D. Indicate the type of parking facilities available to the use and if off-site, the distance from the property:

The area around the laundromat has a multitude of on street parking available in close proximity. As well as being located in walking distance of the neighborhoods in which intend to service.

E. Describe any proposed changes to curb cuts, streets, sidewalks and connections to public spaces (*e.g., removal of curb cuts, improving crosswalks, installation of wider sidewalks, removal of any sidewalk, etc.*):

No proposed changes.

F. Describe how building entrances are connected to sidewalks, parking areas, and other pedestrian facilities:

Two Main entrances both connected to the sidewalk, one has a handicap accessible ramp.

G. Describe any changes that are required to bring the property into compliance with the ADA Standards for Accessible Design:

No changes are required. Property is already in compliance with ADA Standards for Accessible design.

H. Are there any planned changes to utility provisions (water, sewer, electric, etc.)?

Upgraded electrical to the laundromat is the only anticipated change.

Part 8: Necessity and Desirability of Service

A. Describe how the proposed use is the use in the interest of the public convenience:

The laundromat will occupy a currently vacant storefront and provide a valuable service to the members of the community.

B. Describe any similar or identical uses in the area, their size and location:

There is a laundromat located on Clinton Ave several blocks away.

C. Please indicate any positive public health and safety impacts or improvements of the proposed use:

The laundromat will provide massive public health improvements as it will be the most up to date equipment and a renovated environment which will be safe, clean, and beneficial to the members of the community.

Part 9: Submittal Requirement Checklist

	Required Documents	Hard Copies	Electronic Copies	Electronic Submission (.pdf) (Required Document Name)
A. Required for All Conditional Use Permit Applications				
<input type="checkbox"/>	Master Application	0	1	Master Application
<input type="checkbox"/>	Conditional Use Permit Application	0	1	CUP
<input type="checkbox"/>	Color photographs of the property in context with surrounding properties	1	1	Photos
<input type="checkbox"/>	Site plan on 24" x 36" sheet and drafted at a scale that best conveys any proposed changes to the site (1"=50', 1"=100', or 1"=200')	1	1	Site Plan [YYYY]-[MM]-[DD]
<input type="checkbox"/>	Floor Plans, drawn to scale	0	1	Floor Plan [YYYY]-[MM]-[DD]
<input type="checkbox"/>	Elevations for all new buildings and additions, drawn to scale	0	1	Elevations [YYYY]-[MM]-[DD]
<input type="checkbox"/>	Short or Full Environmental Assessment Form as required by SEQR	0	1	Short or Full EAF
<input type="checkbox"/>	Application fee as established in the Albany Fee Schedule – Payable to <i>The City of Albany Treasurer</i> Conditional Use Permit: \$250 Per Additional Permit: \$100			
B. Voluntary or Upon Request				
<input type="checkbox"/>	Project Narrative	0	1	Project Narrative
<input type="checkbox"/>	Business Plan	0	1	Business Plan
<input type="checkbox"/>	Water/Sewer Engineering Report	0	1	Water Sewer Report
<input type="checkbox"/>	Stormwater Management Report	0	1	Stormwater Report
<input type="checkbox"/>	Traffic Study	0	1	Traffic Study
<input type="checkbox"/>	Federal, state, county, or local licensing paperwork	0	1	Licensing Paperwork
<input type="checkbox"/>	Any additional information determined to be necessary by the Chief Planning Official	0	1	[Document Name]
Electronic document submissions shall be sent via email to planningboard@albanyny.gov , USB Flash Drive, or by another medium approved by the City of Albany Planning Staff. CD and DVD submissions are not accepted.				