

**TOWN OF HENRIETTA
2011 SPECIAL USE PERMITS SCHEDULE**

All meetings are scheduled for the first and third Wednesday of each month, except January, as noted, July and August (only one meeting) on the third Wednesday. Meetings are held in the Main Meeting Room at the Henrietta Town Hall. Applicants will be notified by certified mail as to when to appear. Applicant or a representative must be present.

MEETING DATE

CLOSING DATE

JANUARY 19, 2011	DECEMBER 17, 2010
FEBRUARY 2, 2011	DECEMBER 30, 2010 (Thurs.)
FEBRUARY 16, 2011	JANUARY 14, 2011
MARCH 2, 2011	JANUARY 28, 2011
MARCH 16, 2011	FEBRUARY 11, 2011
APRIL 6, 2011	MARCH 4, 2011
APRIL 20, 2011	MARCH 18, 2011
MAY 4, 2011	APRIL 1, 2011
MAY 18, 2011	APRIL 15, 2011
JUNE 1, 2011	APRIL 29, 2011
JUNE 15, 2011	MAY 13, 2011
JULY 20, 2011	JUNE 17, 2011
AUGUST 17, 2011	JULY 15, 2011
SEPTEMBER 7, 2011	AUGUST 5, 2011
SEPTEMBER 21, 2011	AUGUST 19, 2011
OCTOBER 5, 2011	SEPTEMBER 2, 2011
OCTOBER 19, 2011	SEPTEMBER 16, 2011
NOVEMBER 2, 2011	SEPTEMBER 30, 2011
NOVEMBER 16, 2011	OCTOBER 14, 2011
DECEMBER 7, 2011	NOVEMBER 4, 2011
DECEMBER 21, 2011	NOVEMBER 18, 2011
JANUARY 18, 2012	DECEMBER 16, 2011

Applications must be submitted to the Building and Fire Prevention Department no later than 12:00 P.M. (NOON) on the closing date. Applications must be complete.

REQUIREMENTS FOR APPLICATIONS

- Application Form
- Application Fee: \$100.00
- 12 Site Plans
- Letter of Authorization
- Letter of Intent

****PLEASE NOTE ADDITIONAL REQUIREMENTS:** In addition to the above requirements, an electronic copy (format: .DWG, .PDF and/or .TIFF) of all site plans, instrument survey maps and coloring renderings need to be submitted with application for permanent records. Please send to the attention of Kathy Campbell, via the following medium: CD/DVD, USB Flash Drive or email to drawings@henrietta.org.