



Town of Victor
 Planning & Building Department
 85 East Main Street
 Victor, NY 14564
 Ph. 585 742-5035 Fax (585) 742- 0202
 E-mail: codes@townofvictorny.gov

Sugarhouse Alternative Activity Operating Permit Application

Conducting Alternative Activities in a Sugarhouse in the Town of Victor shall require an Operating Permit. These activities include, but are not limited to; product sampling, pancake breakfasts, educational tours and activities, and the marketing and sale of merchandise. The operation of the sugarhouse shall strictly comply with the Fire Code of New York state. The activity within the sugarhouse shall not exceed 60 cumulative days within a 12-month period. The permit shall be valid for 12 months.

Applicant Information	
Name	E-mail
Address	Cell Phone

Business Information			
Business Name			
Mailing Address			
Contact	Title	E-mail	Phone
Local Emergency Contact	Title	E-mail	Cell Phone

Activity Information			
Address of Activity		Emergency Access Information	
Dates of Public Activity			
Will Tents be Used	Open after dark?	# of attendees at one time	# of Crowd Managers

Applicant Signature	
<p><i>Acceptance does not relieve the Applicant, Business, Parent Corporation or Agents thereof, from complying with all applicable provisions of the law and or codes whether stated, implied, or omitted in the application and submitted documentation. Incorrect information or failure to maintain the provisions of the permit, applicable codes, and laws, may result in revocation or suspension of the permit.</i></p> <p><i>The applicant further acknowledges they have been given a copy of Chapter 40 of The Fire Code of New York State and confirm the Sugarhouse Alternative Activity is in compliance with this code.</i></p>	
Signature	Date

Application continues on reverse side. Please complete both Sides.



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Applicant Instructions

The following information is required when applicable. Please supply the following documents.

- Certificate of Workman’s Compensation Insurance
- Certificate of Liability Insurance
- Certificate of Disability Insurance
- Crowd Control Management Plan
- \$100.00 fee payable to the Town of Victor (Permit will not be processed until fee is paid.)

Alternative Activity Information

- Please provide a list of types of Alternative Activities and dates.
- Please provide crowd control management plan.

The following information is required when applicable. Please supply the following information on a site plan drawing.

- Location of the sugarhouse
- Driveways / Emergency access roads
- Parking areas.
- Rest rooms or portable restrooms
- Cooking equipment and fuel storage when applicable
- Public fire hydrants
- Any hazards

The following information is required when applicable. Please supply a detailed floor plan of the Sugarhouse including:

- Interior dimensions
- Paths of Egress
- Location of fire extinguishers
- Location of emergency egress lighting or written statement indicating the space will not be open during the hours of darkness.
- Location of combustible material in and around the occupied space.
- Seating Plan where applicable
- Heating equipment and fuel storage when applicable.

Office Use Only			
Fee Paid		Authorized Date	Receipt #
Documentation Accepted		Issue Date	
Inspection Passed on		Expiration Date	

Revised 12/16/2024

Application continues on reverse side. Please complete both Sides.