

Town of Tusten ZBA Variance Application Instructions

- 1) First contact the Town Building Dept. , the Code Enforcement Officer will determine your need for a variance concerning your project. The Building Dept. can be contacted at 845-252-7146 x 2 on Mon.,Tues.,and Thursdays from 8am to 1pm.**
- 2) Complete application and submit all required documents along with the fee to the Town of Tusten ZBA 210 Bridge St. PO Box 195 Narrowsburg , N.Y. 12764. Variances requiring maps and dimensions should be submitted with copies of a site plan . NO hand drawn maps will be accepted.**
- 3) You must be contacted by the ZBA to confirm your place on the agenda for the next monthly board meeting. Please provide reliable contact information for who will be presenting your application.**
- 4) Someone must appear before the board to present your appeal. If someone other than the property owner will appear a signed and notorized statement from the property owner authorizing said person must accompany your application.**
- 5) Application fee is \$ 100.00 dollars , make check payable to the Town of Tusten.**



Tax Parcel Number: Section: _____ Block: _____ Lot: _____
Log No.: _____

APPLICATION FOR APPEAL OF THE ZONING LAW

Application Date: _____

Application for (check one): Interpretation Area Variance Use Variance

Request relates to the following provisions of the Zoning Law (check one):

Zoning Map Text: Article: _____ Section: _____ Subsection: _____

1. Applicant's Name: _____
Owner of Property (if different): _____
Applicant's Address: _____

Applicant's Phone Number: _____

2. Property Location: _____
_____ Zoning District: _____

3. Purpose of Request (attach extra sheet if more space is needed): _____

4. Justification of Request (attach extra sheet if more space is needed): _____

5. Previous Appeals: Appeal Number: _____ Date: _____

6. (If applicable) Application denied by Zoning Enforcement Officer/Building Inspector/ Planning Board on _____, 20__ . (Attach copy of denial.)

The applicant will submit with this application supporting materials, including plans, elevations, landscaping diagrams, traffic circulation diagrams, neighborhood land use maps, and any other materials that will assist the board to understand the request.

Applicant Signature Date

**SULLIVAN COUNTY PLANNING & ENVIRONMENTAL MANAGEMENT
GML – 239 REFERRAL FORM**

Municipality: Town of _____ Village of _____
Referring Agency: Town/Village Board Planning Board Zoning Board of Appeals

Jurisdictional Determinant: Project is located within 500 feet of the following (existing or proposed):

- Municipal Boundary
- State or County Road
- State or County Park
- Agricultural District
- State or County Facility
- County-owned stream or drainage channel
- Other _____

Type of Action:

- Site Plan Review
- Area Variance
- Use Variance
- Special Use Permit
- Subdivision Review
- Adoption/Amendment of Zoning Ordinance/Map or Local Law
- Adoption/Amendment of Comprehensive Plan
- Other _____

Project Name: _____

Applicant: _____

Project Location: _____

County Tax Parcel Number: _____

Parcel Size: _____ Current Zoning: _____

Project Description: (attach additional pages if necessary) _____

State Environmental Quality Review (SEQR) Status: Type I Unlisted Action Type II
Determination of Significance: Positive Declaration Negative Declaration Not issued

Public Hearing: Yes No Hearing Date: _____

Supporting Documentation Included With This Referral:

- Location Map
- Municipal Application Form
- Project Narrative
- Site Plan
- Subdivision Plat
- Environmental Assessment Form Parts: ___ I ___ II ___ III
- Environmental Impact Statement
- Other _____

I hereby certify that this application & supporting documentation provides a complete description of the proposed local action and constitutes a 'full statement' pursuant to NYS General Municipal Law, Article 12-B, Section 239-M, part c.

Signature: _____ Date: _____

Received Stamp (Internal Use Only)

SUBMIT 'FULL STATEMENT' TO:
Sullivan County Division of Planning & Environmental Management
100 North Street
Monticello, New York 12701

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

| | | | |
|--|--|-------------|---------------------------------|
| Part 1 - Project and Sponsor Information | | | |
| Name of Action or Project: | | | |
| Project Location (describe, and attach a location map): | | | |
| Brief Description of Proposed Action: | | | |
| Name of Applicant or Sponsor: | | Telephone: | |
| | | E-Mail: | |
| Address: | | | |
| City/PO: | | State: | Zip Code: |
| 1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2. | | | NO <input type="checkbox"/> |
| | | | YES <input type="checkbox"/> |
| 2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: | | | NO <input type="checkbox"/> |
| | | | YES <input type="checkbox"/> |
| 3.a. Total acreage of the site of the proposed action? | | _____ acres | |
| b. Total acreage to be physically disturbed? | | _____ acres | |
| c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? | | _____ acres | |
| 4. Check all land uses that occur on, adjoining and near the proposed action. | | | |
| <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) | | | |
| <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ | | | |
| <input type="checkbox"/> Parkland | | | |

| | | |
|--|--------------------------|--------------------------|
| 18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ | NO | YES |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ | NO | YES |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ | NO | YES |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE | | |
| Applicant/sponsor name: _____ Date: _____ | | |
| Signature: _____ | | |

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

| | No, or small impact may occur | Moderate to large impact may occur |
|--|--|--|
| 1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Will the proposed action result in a change in the use or intensity of use of land? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Will the proposed action impair the character or quality of the existing community? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities? | <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> |
| 8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)? | <input type="checkbox"/> | <input type="checkbox"/> |

| | No, or small impact may occur | Moderate to large impact may occur |
|---|-------------------------------|------------------------------------|
| 10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Will the proposed action create a hazard to environmental resources or human health? | <input type="checkbox"/> | <input type="checkbox"/> |

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

| | |
|--|--|
| <input type="checkbox"/> | Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required. |
| <input type="checkbox"/> | Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts. |
| _____ | _____ |
| Name of Lead Agency | Date |
| _____ | _____ |
| Print or Type Name of Responsible Officer in Lead Agency | Title of Responsible Officer |
| _____ | _____ |
| Signature of Responsible Officer in Lead Agency | Signature of Preparer (if different from Responsible Officer) |

PRINT

RESET