

INC. VILLAGE OF WOODSBURGH

REQUIREMENTS FOR FILING APPLICATION WITH BOARD OF ZONING APPEALS

SUBMIT **ONE** ORIGINAL AND **ELEVEN** COPIES OF **EACH** OF THE FOLLOWING:

A. **PETITION** – to include:

Owner's name and address

Property address

Description of property location

Section – Block – Lot

Zoning District

Description of relief sought

Statement of basis of claim for relief

B. **PLANS**

C. **Completed ENVIRONMENTAL ASSESSMENT FORM**

D. **Completed AFFIDAVIT OF DISCLOSURE** pursuant to General Municipal Law §809 signed by all property owners

E. **LETTER** from Building Inspector

F. If application is made by individual other than property owner - **WRITTEN AUTHORIZATION** from property owner consenting to application being made by attorney/other. Authorization must clearly state that the person signing the authorization is the only owner of the property. If there is more than one owner, all owners must sign authorization.

G. **UP-TO-DATE SURVEY** of property

H. **Most recent DEED** to the property

Filing Fees

\$2,000.00 (to construct) (effective 11/22/10)
\$4,000.00 (to maintain) (effective 11/22/10)

BOARD OF ZONING APPEALS
INCORPORATED VILLAGE OF -----

IN THE MATTER OF THE APPLICATION OF
NAME(S)

FOR A VARIANCE OF SECTION(S) -----
OF THE VILLAGE CODE OF THE INCORPORATED
VILLAGE OF -----.

TO: THE BOARD OF ZONING APPEALS
INCORPORATED VILLAGE OF -----

THE PETITION OF ----- (AND -----)
RESPECTFULLY ALLEGES AS FOLLOWS:

1. THE PETITIONER(S) IS A (ARE) RESIDENT(S) OF NASSAU
COUNTY, CURRENTLY RESIDING AT (STREET & VILLAGE), N.Y.

2. THE PETITIONER(S) OWN(S) THE PROPERTY WHICH IS THE
SUBJECT OF THIS APPLICATION LOCATED ON THE (N,S,E OR W) SIDE OF
-----, AT THE INTERSECTION OF
----- (OR ----- FEET FROM THE INTERSECTION
OF -----), WITHIN THE INCORPORATED VILLAGE OF -----
----- THE PREMISES IS ALSO DESIGNATED AS SECTION --, BLOCK --
, LOT(S) - (& --) ON THE NASSAU COUNTY LAND AND TAX MAP.

3. THE SUBJECT PREMISES IS LOCATED WITHIN THE RESIDENCE
DISTRICT "?".

4. THE SUBJECT APPLICATION SEEKS A VARIANCE OF SECTION(S)
----- OF THE VILLAGE CODE OF THE INCORPORATED
VILLAGE OF -----, IN ORDER TO (CONSTRUCT) (MAINTAIN) A --
----- IN ACCORDANCE WITH PLANS SUBMITTED HEREWITH.

5. A VARIANCE OF SECTION(S) ----- IS REQUIRED
BECAUSE THE (CONSTRUCTION/INSTALLATION) IS NON-CONFORMING TO
VILLAGE CODE IN THAT-----.

6. THE REQUESTED VARIANCE WILL HAVE NO ADVERSE EFFECT UPON THE SURROUNDING PROPERTIES, WILL PROVIDE FOR A REASONABLE USE OF THE SUBJECT PREMISES COMPATIBLE WITH THE SURROUNDING PROPERTIES AND IN CONFORMITY WITH THE STANDARDS PRESCRIBED FOR GRANTING OF SUCH A VARIANCE, AS SET FORTH IN THE BUILDING ZONE ORDINANCE OF THE INCORPORATED VILLAGE OF -----.

WHEREFORE, PETITIONER(S) RESPECTFULLY REQUEST(S) THAT THE BOARD OF ZONING APPEALS GRANT THE VARIANCE(S) AS REQUESTED HEREIN ALONG WITH SUCH OTHER AND FURTHER RELIEF AS MAY BE JUST AND PROPER.

DATED: _____

STATE OF NEW YORK)
) SS.:
COUNTY OF NASSAU)

VERIFICATION

I (WE), _____ (AND _____), BEING DULY
SWORN, DEPOSE(S) AND SAY(S): I (WE) AM (ARE) THE PETITIONER(S)
IN THE WITHIN ACTION; I (WE) HAVE READ THE FOREGOING PETITION
AND KNOW THE CONTENTS THEREOF; THE SAME IS TRUE TO OUR OWN
KNOWLEDGE, EXCEPT AS TO THE MATTERS THEREIN STATED TO BE ALLEGED
UPON INFORMATION AND BELIEF AND AS TO THOSE MATTERS WE BELIEVE
IT TO BE TRUE.

SWORN TO BEFORE ME THIS

_____ DAY OF _____ .

NOTARY PUBLIC, NASSAU COUNTY

BOARD OF (APPEALS) (TRUSTEES)
VILLAGE OF _____

-----X

In the Matter of the application of

DISCLOSURE
AFFIDAVIT
General Municipal
Law §809

-----X

STATE OF NEW YORK:

ss:

COUNTY OF NASSAU :

_____ being duly sworn, deposes and says:

1. I am the (applicant with respect to) (owner of the premises which is the subject of) (cross out whichever is not applicable) the within application.
2. I make this affidavit for the purposes of complying with the requirements of General Municipal Law §809.
3. No officer of the State of New York, and no officer or employee of the County of Nassau, the Town of Hempstead or the Village of _____, and no party officer of any political party, has an interest in the within application within the meaning of General Municipal Law §809, except as stated hereinafter (if none, state "NONE"):

NAME

ADDRESS

POSITION

NATURE OF INTEREST

4. In the event there is any change in the information set forth herein between the date hereof and the final determination of this application, a supplemental affidavit will be filed to provide that further information.

(signature)

Sworn to before me on

this ____ day of _____, ____.

(Notary Public)

REQUEST FOR VARIANCE EXTENSION

Submit original and 11 copies of each of the following:

Letter requesting extension

Copy of decision

Completed Environmental Assessment form

Completed Affidavit of Disclosure

Most recent deed to property

Filing fee - \$2,000.00 (effective 11/22/10)

Date _____

Board of Zoning Appeals
Inc. Village of Woodsburgh
30 Piermont Avenue
Hewlett, NY 11557

Dear Board Members:

We obtained a variance on _____ (copy of decision enclosed).

A condition of that variance required that we obtain a permit within six months after filing of the decision (by _____) and a certificate of occupancy, completion or compliance within one year after the filing of the decision (by _____).

We have not obtained a permit or a certificate for the following reasons:

We therefore request an extension of _____ to obtain a permit and an extension of _____ to obtain a certificate.

Very truly yours,

Signature

Signature

Address
