



# VILLAGE OF MILLERTON

21 DUTCHESS AVENUE  
PO BOX 528  
MILLERTON, NY 12546  
PHONE 518-789-0676  
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## VARIANCE

Applicant's Name: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Zone: \_\_\_\_\_

Applicant's Telephone: \_\_\_\_\_

Location of Property: \_\_\_\_\_

Owner of Property: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Applicant's interest if other than Owner: \_\_\_\_\_

Attorney (if any): \_\_\_\_\_

Attorney's Address: \_\_\_\_\_

Attorney's Telephone: \_\_\_\_\_

## INSTRUCTIONS

This application must be completely filled in and submitted with six (6) copies (with an additional copy each if: a) location of property is within 500' of a NY State Highway or Park Land; b) location of property is within 300' of a land Conservation Zone, Wetland or Flood Plain; c) historic, scenic or on National Register) to the Zoning Enforcement officer, Village hall, Millerton NY 12546 and shall be accompanied with the following:

1. A detailed preliminary site plan map, depicting the proposed development of the site, drawn to a convenient scale and specifically showing:
  - a. Existing and proposed location(s) of all buildings all parking areas all traffic egress, ingress and circulation open space;
  - b. Proposed landscaping;
  - c. Topography of the site d) Special features and any other pertinent information of the site.
2. A vicinity map, drawn to a convenient scale;
3. An area map, drawn to a convenient scale;
4. A copy of the tax map, reduced to a convenient size;
5. A copy of the zoning ordinance, section and regulations you are applying for;
6. A list of names, mailing addresses and tax map numbers of neighboring property owners within 250' in all directions;
7. A fee is payable to the Village of Millerton.

**NOTE:** If Applicant is not the owner of the land, an affidavit must be attached, signed by owner, stating who will be acting on his/her behalf as authorized agent.

**FEE SCHEDULE:** \$175.00 - Use Variance

\$175.00 - Area Variance: excluding accessory apartments, ECHO units, wildlife preserves, mobile homes, one or two family or semi-detached dwellings, and customary.

**BUILDING PERMITS**

In the event construction of a building is involved, attach one (1) copy of a denied Building Permit Application to the Appeal Notice including building specifications. Once approval is given by the Zoning Board of Appeals, a Site Plan **MUST** be filed with the Planning Board for their review and approval before a Building Permit is issued. Once approved by the Zoning Board of Appeals and the Planning Board, the Building Inspector will issue a Building Permit upon payment of Building Permit Fee.