



TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501
TEL: 845-373-8860 x122 FAX: 845-789-1132

ZONING BOARD OF APPEALS APPLICATION

Dear Applicant:

Attached is an application to the Zoning Board of Appeals (ZBA). Please submit all applicable information on the **checklist along with 3 copies, a PDF of all information, and required fees to the ZBA office at least 3 weeks** prior to the ZBA meeting. Meetings are scheduled for the **3rd Monday** of every month at the Amenia Town Hall, 4988 Route 22 @ 6:00PM (unless otherwise specified).

The applicant is responsible for any costs incurred for public hearing notices and review of the application by Town consultants if needed. An Escrow fee is required and will be set by the ZBA board. If the matter before the ZBA was cancelled on the part of the applicant, there will be no refund of the application fee. Incomplete applications will not be put on the Agenda. If an applicant decides to postpone or cancel his/her appearance, please telephone ZBA Secretary at ext. 122 **AT LEAST 48 HOURS IN ADVANCE** to leave time for clerical functions which must occur (i.e. notifying property owners, notice in the paper, etc.).

Please supply a cover letter and describe the project in your own words including any hardships involved.

The applicant is responsible for adhering to Chapter 121, Sections 121-58 & 121-59 of the Town of Amenia Zoning Law, available online at www.ameniany.gov (Quick link, Town Code) or from the Town Clerk for a fee.

The ZBA may request a site walk prior to a public hearing, however you will be notified by the Secretary prior to any visit.

I have read the above and fully understand my responsibilities.

Name (Please Print)

Signature

Date

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Appeal/Variance Checklist

____# of copies that are being supplied. The following items are required to apply to the ZBA for a variance. An interpretation of the Town of Amenia Zoning Law or a reversal of a decision by the Code Enforcement Officer. An Application may not be filed until the Code Enforcement Officer has made a decision on a building or zoning permit application, except where an area variance is requested in connection with a special permit or site plan approval from the Planning Board. **Incomplete applications will NOT be put on the agenda**

CHECKLIST

____ Complete Appeals/Variance application with PDF

____ Disclosure of Interest Form

____ Cover letter (describing project in detail including any hardships involved)

____ Agricultural Data Statement (for Use Variances only) if the property is in an Agricultural District and contains a farm operation, or if the property is within 500 feet of a farm operation in an Agricultural District

____ Building Permit Application with copies of all drawings and maps submitted to the Building Department showing the proposed building(s) and site alterations with **dotted** lines and showing the existing building(s) and other improvements with **solid** lines.

____ Building Inspector's Denial (Decision of the Code Enforcement Officer)

____ Site Plan of the property showing (within a ¼ mile radius) adjacent or nearby Villages or Towns, County or State Parks or other Recreation areas, County or State roads or highways, County owned or managed streams or drainage channel and State owned lands with Public buildings, all other building locations and setbacks from other buildings and property lines noted with measurements.

____ Copies of all applications, attached information, and decisions if the matter is being heard by another Board

FEES:

____ Application \$350.00 (separate check made payable to Town of Amenia)

____ Variance

____ Interpretation

____ Reversal of Decision by Code Enforcement Officer

____ Escrow - \$2,500.00 (separate check made payable to Town of Amenia)

\$_____ Total (checks made payable to Town of Amenia)

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Project Name: _____

Type of Application (check all that apply):

_____ Area Variance 121-59, D

_____ Use Variance 121-59, C

_____ Reversal or Modification of Decision of CEO 121-59, B

_____ Interpretation of Zoning Text or Map 121-59, A

_____ Other (Please explain)

Property Address:

Block _____ Lot(s) _____

Zone District _____

Current Use(s)

Proposed Use(s) and/or Structures:

Primary Contact Person:

Use/Activity

Brief Description of Proposed:

(attach additional sheets if necessary)

Address:

Telephone:

Email:

Date Title Acquired:

Name of Property Owner:

Provisions of the Zoning Law relating to this Application, & Variance(s) from Zoning, if any

Address:

Telephone:

Email:

Name of Applicant (if different):

Is there an existing Special Permit, Variance, and/or Site Plan approval for your property?

Yes, granted on: _____

No _____

Address:

Telephone:

Email:

Relationship to Owner:

Does this property contain a farm operation within an agricultural district or is the property boundary within 500 feet of a farm operation?

Yes:

No:

ZONING BOARD OF APPEALS APPLICATION**1-DESCRIPTION OF PREMISES**

Size of Lot Width_____ft. Depth_____ft. Area_____sq. ft.

Coverage (portion of lot occupied by all structures)

Max. allowable_____sq. ft. _____%

Existing_____sq. ft. _____%

Proposed_____sq. ft. _____%

Principal or Main Building

Height: Max. allowable_____sq. ft. _____%

Existing_____sq. ft. _____%

Proposed_____sq. ft. _____%

Floor Area – not required for single & 2-family structures:

Max. permitted_____sq. ft. Existing_____sq. ft. Proposed_____sq. ft.

Front Yard Depth –

Minimum Required_____ft. Existing_____ft. Proposed_____ft.

Side Yard –

Minimum Required_____ft. Existing_____ft. Proposed_____ft.

Smaller Side Yard –

Minimum Required_____ft. Existing_____ft. Proposed_____ft.

Larger Side Yard –

Minimum Required_____ft. Existing_____ft. Proposed_____ft.

Rear Yard Depth –

Minimum Required_____ft. Existing_____ft. Proposed_____ft.

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Accessory Structure (CANOPY)

Location: Front Yard_____ Side Yard_____ Rear Yard_____

Height: Existing:_____stories _____ft.

Proposed:_____stories _____ft.

Distance From:

Front Lot Line: Existing:_____ft. Proposed:_____ft.

Side Lot Line: Existing:_____ft. Proposed:_____ft.

Rear Lot Line: Existing:_____ft. Proposed:_____ft.

Main Building: Existing:_____ft. Proposed:_____ft.

Other Accessory –

Structures: Existing:_____ft. Proposed:_____ft.

2-ATTACHED, MULTIPLE & JOINT OCCUPANCY BUILDINGS ONLY

Useable Open Space:

Required: Width_____ft. Depth_____ft. Area_____sq. ft.

Existing: Width_____ft. Depth_____ft. Area_____sq. ft.

Proposed: Width_____ft. Depth_____ft. Area_____sq. ft.

Number of Habitable rooms in each dwelling unit (list each unit separately)

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1-SPECIFIC RELIEF REQUESTED (Complete where applicable, attach additional sheets if necessary)

A-Interpretation of the Zoning Law is requested because:

B-REVERSAL OR MODIFICATION of a decision of the Code Enforcement Officer is requested because:

C- USE VARIANCE is requested for these reasons (All blanks must be filled in)

1-The applicant cannot realize a reasonable return from the property for any use allowed by the Zoning Law because:

-The property was acquired in the year _____ for \$_____. The applicant has invested \$_____ in the property since that time and the largest return that can be expected from using the property is a _____ (most valuable use allowed by the Zoning Law) is \$_____ per year. The value of the property under the current Zoning Law, as determined by competent financial evidence submitted herewith is \$_____. The expected return and/or property value from other uses allowed by the Zoning Law ranges from \$_____ to \$_____. (Please attach a list of all permitted and special permit uses and their probable return and value)

2- The hardship relating to this property is unique, and does not apply to a substantial portion of the district or neighborhood because:

3- The variance will not alter the essential character of the neighborhood because:

4- The hardship is no self-created because:

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D- AN AREA VARIANCE is requested for these reasons:

1-If the variance is granted, the applicant will have the following benefit:

2-There will not be an undesirable change of the neighborhood or a detriment to nearby properties because:

3-The applicant cannot attain in the benefit of having the variance by any other method because:

4-The proposed variance will not have an adverse effect or impact on the physical Or environmental conditions in the neighborhood or district because:

PREVIOUS APPEAL

A previous appeal **has** or **has not** (please circle one), been made with respect to this decision of the Building Inspector or with respect to this property.

Such an appeal(s) was (were) I the form of:

-A requested interpretation _____ Appeal No._____, Dated _____

-A request for variance_____ Appeal No._____, Dated_____

ESCROW FOR PROFESSIONAL SERVICES

Date:_____

Applicant:_____

Project Name:_____

Location:_____

Description of Project:_____

Amount Requested: \$2,500.00

Minimum Balance: \$500.00

The Town of Amenia _____ Board is currently reviewing your application for _____.

This Board is requesting that you place in escrow sufficient funds to be used to defray reasonable costs incurred by the Town for professional services and inspections required throughout the entire review process, as authorized by the Town Code of the Town of Amenia.

Based on estimated review costs, you are requested to deposit \$2,500.00 I the escrow account. Should the balance of this account fall below \$500.00, you will be notified and requested to replenish the account to the requested amount.

The escrow account does not provide for the other development, application and filing fees set forth I the Town of Amenia Town Code and Schedule of Fees. The applicant must make timely, direct payment of those fees as a prerequisite for continued review of the application.

All parties agree to the terms and conditions stated herin.

Town of Amenia _____ Board

Applicant

