

## **Town of Hammond**

- **COUNTY FEES** on the next page are in addition to the following Town applications/fees.

### **Hammond Planning Board-** Fees effective February 14, 2024

Site Plans- \$50

Lot Line Adjustment- \$50

Special Use- \$50

Subdivision- \$50

Subdivision of 3 plus lots- \$100

Special meeting called by applicant- \$100

### **Hammond Board of Appeals-** Fees effective February 14, 2024

Variance Application- \$100 plus mail postage

**County Planning Board Referral and Training Session**  
**Fee Schedule Information – Effective January 1, 2023**

As of January 1, 2023 the County Planning Office will begin charging applicants of 239m and 239n reviews as follows:

***Residential:***

**\$25** for all area variances, site plan reviews and subdivisions of less than 5 lots.

**\$75** for all special use permits, use variances and subdivisions of 5-9 lots.

**\$150** for subdivisions of 10 lots or more.

***Commercial (including institutional and industrial):***

**\$25** for all sign permits.

**\$75** for all area variances, use variances, site plans and special use permits for projects less than 5,000 gross square feet; and subdivisions of less than 5 lots.

**\$150** for all area variances, use variances, site plans, and special use permits for projects between 5,000 and 9,999 gross square feet; and subdivisions of 5 or more lots.

**\$150 plus \$50 per each additional 5,000 square feet** for all area variances, use variances, site plans, and special use permits for projects over 10,000 gross square feet. (Example: the cost of a permit for a 50,000 sq ft building would be  $\$150 + (\$50 \times 8) = \$550$ .)

**\$150 plus \$50 per megawatt (AC)** for all solar energy systems.

Local government applications (comprehensive plan reviews, subdivisions, map & text amendments, etc.) are exempt.

***Procedure:***

Before the County Planning Office/Board can review a project the review fee must be attached. The applicant must provide the municipality with the fee so that it may be included with the referral to the County Planning Board. **Checks should be made payable to the St. Lawrence County Planning Office.**

***County Sponsored Training Sessions:***

The County Planning Office has traditionally held four 2-hour training sessions each year. There is a fee of **\$25 per training session**, per individual.

Please feel free to contact the County Planning Office with any questions.

### **Criteria for Use and Area Variances**

#### Section 10.03 Board of Appeals

**22.3. Area Variance.** In making its determination, the Board of Appeals shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety, and welfare of the neighborhood or community. In making such determination the board shall consider:

[1] Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance;

[2] Whether the benefit sought by the applicant can be achieved by some method feasible for the applicant to pursue, other than an area variance;

[3] Whether the requested area variance is substantial;

[4] Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and

[5] Whether the alleged difficulty was self-created, which consideration shall be relevant to the discussion of the Board of Appeals but shall not necessarily preclude the granting of the area variance.

**23. Use Variance.** No use variance shall be granted without a showing by the applicant that the zoning regulations have caused unnecessary hardship. In order to prove such unnecessary hardship, the applicant shall demonstrate to the Board that for each and every permitted use under these regulations for the particular district where the property is located:

[1] The applicant cannot realize a reasonable return, provided that lack of return is substantial as demonstrated by competent financial evidence;

[2] That the alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood;

[3] That the requested use variance, if granted, will not alter the essential character of the neighborhood; and

[4] That the alleged hardship has not been self-created

**24.** The Board of Appeals, in the granting of variances, shall grant the minimum variance that it shall deem necessary and adequate to address the unnecessary hardship proved by the applicant, and at the same time, preserve and protect the character of the neighborhood and the health, safety, and welfare of the community.

**25. Imposition of Conditions.** The Board of Appeals shall have the authority to impose reasonable conditions and restrictions as are directly related and incidental to the proposed use of the property. Such conditions shall be consistent with the spirit and intent of this zoning law, and shall be imposed for the purpose of minimizing any adverse impact such variance may have on the neighborhood or community.

**TOWN OF HAMMOND**  
**BOARD OF APPEALS APPLICATION**

Board of Appeals Chairperson: Dan Sweet

Application #: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Property Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Tax Map #: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Purpose of Request: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**Applicant: DO NOT USE SPACES BELOW**

APPLICATION FOR: (circle applicable section below)

- a) Interpretation of Zoning Ordinance or Map: \_\_\_\_\_
- b) Variance: \_\_\_\_\_
- c) Appeal of action of Building Inspector: \_\_\_\_\_

Request relates to the following provisions of the Land Use Law: \_\_\_\_\_

\_\_\_\_\_

St. Lawrence County Planning Board Review: \_\_\_\_\_ Yes \_\_\_\_\_ No SEQR? \_\_\_\_\_ Yes \_\_\_\_\_ No Type: \_\_\_\_\_

Received for Review: \_\_\_\_\_ CEO \_\_\_\_\_

Local Board of Appeals Review: Interpretation/Variance/Appeal APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

\_\_\_\_\_

Date of Examination: \_\_\_\_\_ Board of Appeals Chairperson: \_\_\_\_\_

Completed Applications can be sent or delivered to: **Code Enforcement Office**  
**PO Box 219 21 S Main St**  
**Hammond, NY 13646**