

**VILLAGE of SACKETS HARBOR**  
112 No. Broad St., Sackets Harbor, NY 13685 (315) 646-3548

**ZONING APPLICATION – GENERAL**

\*Applicant may be required to submit an escrow payment for review fees (e.g. legal, engineering, Village staff, etc.) established by the reviewing board or ZEO with its application. See Zoning Law section 7-6.

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Paid: \_\_\_\_\_ Application Number: \_\_\_\_\_

Name of Applicant\*: \_\_\_\_\_ Name of Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No.: \_\_\_\_\_ E-mail: \_\_\_\_\_ Tel. No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

\*If applicant is not the owner, attach statement by owner of authority to submit this application.

**I request a zoning permit for the following project or activity:**

Property Address: \_\_\_\_\_

Tax Map No.: \_\_\_\_\_ Zoning District: \_\_\_\_\_ RC \_\_\_\_\_ VR \_\_\_\_\_ VC \_\_\_\_\_ HOD

Project Type: \_\_\_ Construction \_\_\_ Use \_\_\_ Sub-division \_\_\_ Planned Development District \_\_\_ Demolition

Project Description: \_\_\_\_\_

\_\_\_\_\_

**Submit the following documents and information:**

- Construction** – new, alteration, expansion; or sign
1. Plot plan, drawn to scale with accurate dimensions, showing the location of all parcel boundary lines, and all existing and proposed structures/signs on the lot; and distances between structures/signs and parcel lines
  2. Building elevations for construction greater than 120 sq. ft.
- Use** - new or change of use permitted without Site Plan Review or Special Permit
1. Explanation of the present use of the property, and the proposed use of the property;
  2. Information and documents showing the proposed use is permitted without Site plan or special permit
  3. Documents showing all licenses, certifications, etc. required by other agencies.
- Use and/or Area Variance required** – application denied and applicant provided with Variance Application

- All Other Projects and Activities:**
- Submit the following supplemental application(s):
- Site Plan Application
  - Special Permit Application
  - Demolition Application
  - Sub-division Application
  - Planned Development District Application

**For Official Use  
Action Taken**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Use and/or Area Variance required

ZEO - application denied and applicant provided with Variance Application

I, \_\_\_\_\_, affirm that the information submitted with this application is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date