



TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501
TEL: 845-373-8860, x118 FAX: 845-373-9147

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 and a pdf of all information along with required fees to the Zoning Board of Appeals Office at least three (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, at 7:00 P.M. (unless specified otherwise).

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 Zoning Board of Appeals 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 the Zoning Board Secretary, x124 or Zoning Enforcement Officer, x118 **AT LEAST 48 HOURS IN ADVANCE**, because there are 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 and 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 site visit.

I have read the above and fully understand my responsibilities.

Name (please print)

Signature

Date

ZONING BOARD OF APPEALS APPLICATION
Appeal/Variance Checklist

_____ copies with (supplied by the applicant) of the following items are required to apply to the Zoning Board of Appeals 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 the 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 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 - \$2500 (separate check made payable to Town of Amenia)

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

ZONING BOARD OF APPEALS APPLICATION

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, and variance(s) from zoning, if any

Address:
Telephone:
Email:

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

Yes, granted on:

No

Name of Applicant (if different)

Address:
Telephone:
located
Email:
Relationship to owner:

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

Yes:

No:

Not Applicable:

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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. _____ per cent

Existing _____sq. ft. _____ per cent

Proposed _____sq. ft. _____per cent

Principal or Main Building

Height: Max. allowable_____sq. ft. _____ per cent

Existing_____sq. ft. _____ per cent

Proposed_____sq. ft. _____ per cent

Floor area - not required for single and two-family structures:

Maximum 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 AND JOINT OCCUPANCY BUILDINGS ONLY

Useable Open Space:

Required: Width _____ ft. Depth _____ ft. Area _____ ft.
Existing: Width _____ ft. Depth _____ ft. Area _____ ft.
Proposed: Width _____ ft. Depth _____ ft. Area _____ 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. A 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 than can be expected from using the property as 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 not self-created because:

ZONING BOARD OF APPEALS

Date

NOTARY PUBLIC

State of New York
County of _____

Sworn on this _____ day of _____.