

**Village of Woodridge
2 Dairyland Road, box 655
Woodridge, New York 12789**

TO: ZONING BOARD APPLICANTS

AREA VARIANCE

FROM: VILLAGE OF WOODRIDGE ZONING BOARD OF APPEALS

SUBJECT: PLACEMENT ON ZONING BOARD OF APPEALS AGENDA

**All Zoning Board Meetings are held on the First Wednesday of each month at 6:00pm
The Meetings are held at 2 Dairyland Road, Woodridge NY 12789 at the Village Hall.**

Date of Next Meeting: _____

Deadline for Submission: _____

In order to appear at a scheduled meeting of the Village of Woodridge Zoning Board of Appeals ALL of the following information must be on file in the Code Enforcement Office, **NO LATER THAN FIFTEEN (15) DAYS PRIOR TO THE DATE OF THE MEETING****

1. Completed Variance Application (**11 copies**)
2. Environmental Assessment Form (SEQRA)-Both sides please. (**11 copies**)
3. Site Plan Description (Drawing) (**11 copies**)
4. List of Adjoining Property Owners Located within 300' of property line (**1 copy**)
5. \$75.00 Filing Fee (check made payable to The Village of Woodridge- no cash accepted)
6. WRITTEN request to be placed on the Agenda for ANY upcoming Zoning Board of Appeals Meeting.
7. All packets must be put together with one each (#1, #2, #3) and stapled together as a packet.

Do

not submit 10 copies of each item separately. They must each form a packet for each Board member.

NO VERBAL REQUESTS WILL BE ACCEPTED

Legal Notices must be mailed Certified to all adjoining property owners located within 300' of the property line. The Code Enforcement Office will provide legal Notice.

*** Mailings are the responsibility of the applicant or representative thereof. **Notices must be mailed no more than ten and no less than five days from the date of the meeting.** The white certified mail receipts must be submitted at the meeting for which application is scheduled; they will subsequently be filed with the application in the Code Enforcement Office.

*** The property will be posted with the official ZBA sign no later than the Friday before the meeting. There will be a \$50.00 deposit for the sign that is refundable upon receipt of the sign.

ZONING BOARD OF APPEALS

APPLICATION FOR AN AREA VARIANCE

APPLICANT NAME(S): _____ PHONE: _____

ADDRESS: _____ SBL: _____

_____ ZONE: _____

DIRECTIONS TO THE SITE: _____

TO THE ZONING BOARD OF APPEALS:

1. STATEMENT OF OWNERSHIP AND INTEREST:

The undersigned applicant(s) residing at, having a principal place of business at:

_____ Is/are the
Owner(s), Lessee(s), or other as follows:

Section 2 MUST be filled out in its entirety for each section of the code for which you are requesting a variance, in order to be placed on the Zoning Board of Appeals. Use additional sheets as needed.

2. REQUEST:

1. Village of Woodridge section: _____

2. Purpose Variance: _____

Extent or scope of variance:

3. From _____

4. To _____

3. Attached hereto is a plan of the subject premises drawn to scale showing the following:

1. Name of record owner(s) of premises and of all adjoining properties.
2. Location of existing structures.
3. Location of proposed structures.
4. Location of all existing and proposed streets or highways.
5. Any other information pertinent to application.

4. REASONS FOR REQUEST:

The benefit to the applicant as weighed against any detriment to the health, safety, and welfare of the neighborhood or community is in favor of the applicant as follows: (Add information for the Board which fully explains the following factors):

1. No undesirable change will be produced in the character of the neighborhood or a detriment

The applicable zoning regulations and restrictions have caused unnecessary hardship as set forth below.

1. The applicant cannot realize a reasonable return for each and every use under the zoning Regulations for this district because (show that the lack of return is substantial as Demonstrated by competent financial evidence):

2. The alleged hardship relating to the property in question is unique and does not apply to a Substantial portion of the district or neighborhood as follows:

3. The requested use variance, if granted, will not alter the essential character of the neighborhood because:

4. The alleged hardship has not been self created because:

Date: _____

Signature of applicant(s)

STATE OF NEW YORK
COUNTY OF SULLIVAN

On the _____ day of _____, _____ before me came _____, to me known to be the individual(s) described in and who executed the foregoing application for a variance and acknowledged that he/she/they executed the same.

Notary Public

As per section 130.13.61 of The Village of Woodridge Zoning Law, variances expire 6 months after the date it was granted if no work has begun with regard to the approval variance.