

Zoning Application #: _____

Application Received: _____

Fee Amount: \$ _____

Check #: _____

Date: _____

(For Village Use Only)

VILLAGE OF TARRYTOWN
APPLICATION FOR VARIANCE
BY THE ZONING BOARD OF APPEALS

Application Fees: Residential (1&2 Family): \$200.00 Commercial: \$750.00 Renewal: \$75.00

TO THE ZONING BOARD OF APPEALS:

Application is hereby made for a variance for the following property:

1. Description of property (tax map designation):

Sheet _____ Block _____ Lot _____ or Parcel _____ Zone _____

2. Record Owner of Property: _____

3. Post Office Address of Property: _____

4. Record Owner's Address (if different): _____

5. Name of Applicant: _____ Daytime Phone: _____

6. Address of Applicant: _____

7. Interest of Applicant, if not the Owner of Record (i.e. Contract Vendee):

8. Specific statutory provision from which variance sought:

9. State below either: (a) decision of Building Inspector appealed; (b) ruling sought from the Board; (c) full details of any variance applied from and grounds upon which it should be granted:

The undersigned certifies that the above is a full, true and complete statement of all material facts concerning the variance applied for.

Signature of Applicant: _____

Date: _____



TARRYTOWN-ON-HUDSON

One Depot Plaza, Tarrytown, New York 10591-3199

Planning and Zoning Department
(914) 631-1487

Building Department
(914) 631-3668

Dear Zoning Board of Appeals Applicant:

The Zoning Board of Appeals meets regularly on the second Monday of each month at 8:00 p.m. in the Village Hall. Pursuant to the requirements of the Zoning Ordinance for the Village of Tarrytown, the following submission requirements will be strictly enforced.

SUBMISSIONS

Chapter 305 of the Tarrytown Village Code outlines the information/documentation that is required to be submitted by an applicant. All required application information must be submitted to the Planning and Zoning Department at least twenty-four (24) calendar days prior to the next regularly scheduled meeting. This will ensure enough time for preparation and forwarding of the legal notice to the newspaper, review of the short Environmental Assessment Form by the Environmental Review Officer and review of the drawings by the Building Department. It is necessary that the following information be submitted:

- Twelve (12) **folded** copies of the descriptive drawings and any color photographs.
- One (1) copy of the completed application and any supporting papers (if this document includes appendices, twelve copies must be supplied).
- One (1) copy of the deed showing ownership of the property in question.
- One (1) copy of the survey of the property which is the subject of this application (if this document is larger than 11 x 17, twelve (12) copies must be supplied).
- Appropriate fee: \$200 for variance (residential): \$750 for variance (commercial).

Section 305-118 of the Zoning Ordinance outlines the criteria, which must be met for the granting of a variance. An applicant for an AREA variance must prove to the ZBA that applying the strict requirements of the Zoning Code will create a practical difficulty for the applicant. All criteria in Section 305-118B(1) must be addressed by the applicant in WRITTEN format and submitted as part of the application.

An applicant for a USE variance must prove to the ZBA that applying the strict requirements of the Zoning Code will create an unnecessary hardship. All criteria in Section 305-118B(2) must be addressed by the applicant in WRITTEN format and submitted as part of the application. The applicant may also have to submit certified financial statements to prove economic hardship. Applicants should consult their legal or financial advisors if they are unfamiliar with the standards of proof required. If these requirements are not met and all information and documentation submitted in the proper time frame, the application will not be considered by the Zoning Board of Appeals.

Should it be necessary to remove a tree due to a zoning variance request, it will be necessary for your to inform the Zoning Board of Appeals of the removal per the requirements of the Tree Ordinance. The Zoning Board has the right to approve, deny, or approve with conditions the removal of trees.

NOTICE OF PUBLIC HEARING - §305-111 OF THE TARRYTOWN VILLAGE CODE

All applicants at least 10 days prior to the public hearing shall send written notice by certified mail, return receipt requested, to all owners within 100 ft. of the affected property and to any other such persons as the applicable Board may deem necessary, all at the expense of the applicant. Property owners entitled to notice shall be those listed as owners on the record in the Village of Tarrytown Tax Assessor's office as of the date of mailing. The written notice shall contain information equal to the notice published in the newspaper, and proof of mailing receipts must be furnished prior to the public hearing. Any person making an application is further required to erect a sign facing each public street on which the property abuts, giving notice that such application has been made and that a public hearing will be held. Such signs shall be obtained from the Planning and Zoning Department. Signs are to be displayed for a period of not less than ten days immediately preceding the hearing date or any adjourned hearing date. The sign shall not be set back more than 10 feet from any property or street line and shall not be less than 2 feet or more than 6 feet above the grade at the property line. Said sign shall be affixed to a suitable frame, which will assure visibility from the street at all times. At the commencement of the public hearing, the applicant is required to file an affidavit, which states that the aforementioned public notice requirements have been complied with.

PROJECT ID NUMBER

617.20

SEQR

APPENDIX C

STATE ENVIRONMENTAL QUALITY REVIEW

SHORT ENVIRONMENTAL ASSESSMENT FORM

for UNLISTED ACTIONS Only

PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT / SPONSOR		2. PROJECT NAME	
3. PROJECT LOCATION: Municipality		County	
4. PRECISE LOCATION: Street Address and Road Intersections, Prominent landmarks etc - or provide map			
5. IS PROPOSED ACTION : <input type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification / alteration			
6. DESCRIBE PROJECT BRIEFLY:			
7. AMOUNT OF LAND AFFECTED: Initially acres Ultimately acres			
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, describe briefly:			
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? (Choose as many as apply.) <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park / Forest / Open Space <input type="checkbox"/> Other (describe)			
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (Federal, State or Local) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency name and permit / approval:			
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency name and permit / approval:			
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT / APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input type="checkbox"/> No			
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE			
Applicant / Sponsor Name		Date:	
Signature			

If the action is a Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF.
 Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.
 Yes No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

C7. Other impacts (including changes in use of either quantity or type of energy? Explain briefly:

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)? (if yes, explain briefly:
 Yes No

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS? If yes explain:
 Yes No

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question d of part ii was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

 Name of Lead Agency

 Date

 Print or Type Name of Responsible Officer in Lead Agency

 Title of Responsible Officer

 Signature of Responsible Officer in Lead Agency

 Signature of Preparer (If different from responsible officer)

**VILLAGE OF TARRYTOWN
BUILDING DEPARTMENT
ZONING COMPLIANCE FORM**

OWNER: _____ DATE: _____

PROPERTY LOCATION: _____

SHEET _____ BLOCK _____ LOT _____ Zone _____

	PERMITTED	EXISTING	PROPOSED
MINIMUM LOT SIZE (SQ. FT.)			
REQUIRED MINIMUM STREET FRONTAGE (FT.)			
PRINCIPAL BUILDING COVERAGE (%)			
ACCESSORY BUILDING COVERAGE (%)			
TOTAL COVERAGE (ALL BUILDINGS) (%)			
MINIMUM FRONT YARD (FT.)			
MINIMUM FOR EACH SIDE YARD (FT.)			
MINIMUM 2 SIDE YARDS (FT.)			
MINIMUM REAR YARD (FT.)			
MINIMUM DISTANCE FROM ACCESSORY BUILDING TO PRINCIPAL BUILDING (FT.)			
MINIMUM DISTANCE FROM ACCESSORY BUILDING TO SIDE LOT LINE (FT.)			
MINIMUM DISTANCE FROM ACCESSORY BUILDING TO REAR LOT LINE (FT.)			
MAXIMUM HEIGHT (STORIES)			
MAXIMUM HEIGHT (FT.)			
MINIMUM FLOOR AREA PER DWELLING UNIT (SQ. FT.)			
MAXIMUM LIVABLE AREA			
TOTAL GROSS FLOOR AREA (F.A.R.)			
IMPERVIOUS SURFACE			
PARKING SETBACKS:			
PRINCIPAL BUILDING			
FRONT			
ONE SIDE			
OTHER SIDE			
TOTAL OF BOTH SIDES			
REAR			
TOTAL PARKING SPACES			
LOADING AREA			
BUILDING HEIGHT			
NO. OF STORIES			
TOTAL HEIGHT			