

**Town of North Greenbush
Zoning Board of Appeals
2 Douglas Street, Wynantskill, New York 12198**

**Application for a Variance, Special Permit,
and/or Appeal**

Application Number _____
Date Application Received _____
Hearing Scheduled Date _____
Application Fee _____
Approved Date _____ Conditions (y/n) _____
Denial Date _____ Withdrawn Date _____
Zoning Chairperson _____

General Information

<u>Applicant:</u> Name: _____ Company: _____ Address: _____ Phone: _____	<u>Property Owner:</u> Name: _____ Company: _____ Address: _____ Phone: _____
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Applicant is; *Owner* ___ *Builder* ___ *Lessee* ___ *Architect/Engineer* ___ *Agent* ___ *Other* ___
If Other, Explain: _____

Lot Information

Parcel ID Number _____ Zoning District _____
Street Address of Lot _____
Irregular Shape of Lot (Y or N) _____ Corner Lot (Y or N) _____
Existing: Lot Area _____ Frontage _____ Depth _____
Setbacks: Front _____ Rear _____ Left _____ Right _____
Proposed: Lot Area _____ Frontage _____ Depth _____
Setbacks: Front _____ Rear _____ Left _____ Right _____
Type of Water Service: _____ Type of Sanitary Disposal _____

Use Information

Describe Existing Use: _____

Describe Proposed Use: _____

Application Information

Check All that Apply:

- ___ An area variance is requested to appeal the decision of the Building Department, which denied a permit for the above property, dated _____ (submit copy of denial)
- ___ A use variance is requested to appeal the decision of the Building Department, which denied a permit for the above property, dated _____ (submit copy of denial)
- ___ A special permit is requested, as required by Section 197 Article _____ Paragraph _____ of the Code of the Town of North Greenbush.
- ___ A formal appeal of Section 197, Article _____ Paragraph _____ of the Code of the Town of North Greenbush. (List additional code sections separately).

Project Id. Number: _____

617.20
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 Town of North Greenbush County Rensselaer	
4. Precise Location (Street Address and Road Intersections, Prominent Landmarks, etc, or provide maps)	
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 EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, Describe briefly:	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural <input type="checkbox"/> Park/ Forest / Open Space <input type="checkbox"/> Other Describe:	
10. DOES THE ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL) ? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes List agency name and permit/approvals	
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 in a Coastal Area, and you are a state agency, complete the Coastal assessment Form before proceeding with this assessment

Project Description

Briefly describe the proposal: _____

Abutters-Adjacent Property Owners

List the name and address for each adjacent property owners. Use additional paper if needed.

Name:	Address:	Property Use
Front _____	_____	_____
Rear _____	_____	_____
Left _____	_____	_____
Right _____	_____	_____

Required Submittals

- _____ A plot plan showing all property lines, dimensions, adjacent streets, existing structures, setback distances, and location of proposed changes.
- _____ Part 1 of the State Environmental Quality Review (SEQR) Short Environmental Form
- _____ Appropriate fee, as determined by the Code of the Town of North Greenbush, and as calculated by the Building Department.

**NOTE: Additional submittals may be required by the Zoning Board of Appeals.
Failure to submit all required documents may result in a delay
in processing or denial of the application.**

Have there been any other variances issued for this property? (y or n) _____

If yes explain: _____

Certification and Authorization

I certify that the information contained in this application is true to the best of my knowledge and I authorize the Town of North Greenbush to process this application as provided by law.

Applicant:	Property Owner
Name: _____	_____
Signature _____	_____
Date _____	_____

Area Variance Criteria

1. Explain how no undesirable change will be produced in the character of the neighborhood; nor a detriment to nearby properties created by granting the area variance.
2. Explain why the benefit sought by the applicant cannot be achieved by some method, feasible for the applicant to pursue, other than an Area Variance.
3. Describe whether the requested Area Variance is substantial.
4. Explain how the proposed variance will not have an adverse effect on the physical or environmental conditions in the neighborhood or district.
5. Explain whether difficulty is self-created. (Consideration is relevant, but shall not necessarily preclude the granting of the Area Variance)

Use Variance Criteria

1. Explain why the applicant cannot realize a reasonable return without the Use Variance, as demonstrated by competent financial evidence.
2. Explain how the alleged hardship relating to the property is unique, and does not apply to a substantial portion of the district or neighborhood.
3. Describe why granting the requested use variance will not alter the essential character of the neighborhood.
4. Explain whether the alleged hardship has been self-created.

Special Permit Criteria

Explain why granting the request is consistent with the public health, safety, and general welfare of the community, including the public or commercial inconvenience of the applicant.

Appeal Criteria

Explain the nature of the requested appeal, including Town Code Section, Building Department decision, and your objections.