

Permit # _____

Variance Application

Fee Paid:	_____
Receipt #:	_____
Date Paid:	_____

Submit to: Code Enforcement Office Eason Hall, 23 Elm St, Westfield, N.Y. 14787

Area _____ Use _____ Date _____

To: The Zoning Board of Appeals From: _____

_____ Tel: _____



Property Location

Section _____ Block _____ Lot _____

Street Address: _____

Zoning District: _____



1. The applicant hereby submits this request for a 'Variance' and provides the following explanation as to why strict compliance with the existing provisions of the zoning law is creating practical difficulty and undue hardship. (Use additional sheets if necessary.)

2. The following documentation shall be required and shall be submitted with this application in duplicate (two Copies), unless otherwise specified:

(a) Site Plan - An aerial view (drawing) of the property depicting all buildings, structures, streets, sidewalks and rights-of-way, driveways, parking areas, open spaces, landscaping, swimming pools, ponds, streams, and other waterways, and all property lines. The site plan shall be drawn to show all distances between buildings, drives, Property lines, etc.

(b) Survey of Property

(c) Property Deed

(d) Photographs of Property

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3. (To be completed by the Zoning Administrator) List all applicable sections of the zoning law which prevent the applicant from proceeding with the requested project, and which have served as a basis for rejection of the Building/Zoning Permit Application by the Code Enforcement Office.

*** NOTICE:** Applicant must read the following before signing this application:

"A separate Building Permit must be obtained prior to constructing, erecting, enlarging, altering, Improving or converting, or changing the location or nature of occupancy of any building or structure."

Applicant Signature	Date
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*****Do not write below this line*****

State AG Dist. (yes/no) _____
to ZBA Clerk _____
to ZBA Chairman _____
Public Hearing Date _____
to County Planning (if applicable) _____
Legal Notice Publication _____
Adj. Property Owner Notification _____
SEQR _____
Negative/Positive Declaration (SEQR) _____
Tax Assessor Notification _____

Date of ZBA Decision _____

Approved _____ Disapproved _____

The following documentation shall be affixed to, and permanently filed with this application:

- **Minutes of the ZBA Hearing**
- **Written notification to applicant of final ZBA determination**

Provisions, restrictions, limitations, or reason(s) for denial: _____