

Town of Deerfield
Zoning Board of Appeals
6329 Walker Road
Deerfield, New York 13502

All applications received by the 4th of the month, will be considered at a Zoning Board of Appeals meeting in that particular month.

APPLICATION FOR APPEAL OF THE ZONING LAW
(Page 1 of 3)

Tax Parcel Number – Section: _____ Block: _____ Lot: _____

Zoning District: _____ Case #: _____ Application Received: _____

Application Date: _____ (Please print and complete entire application)

Application for (check one): ☐ Area Variance ☐ Use Variance ☐ Interpretation

Request relates to the following provisions of the Zoning Law (check one):

☐ Zoning Map ☐ Text – Article: _____ Section: _____ Subsection: _____

Applicant Name: _____

Owner of Property (if different): _____

Applicant Address: _____

Applicant Mailing Address (if different): _____

Applicant Telephone/Cell Phone Number: _____

Property Location: _____

Purpose of Appeal Request (attach extra sheet if more space is needed): _____

Justification of Request (attach extra sheet if more space is needed): _____

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Previous appeals for this property: ☐ Yes ☐ No Appeal Number: _____ Date: _____

(If applicable) Application denied by Zoning Enforcement Officer/Building Inspector/Planning Board on:
_____, 20____. (Attach copy of denial.)

APPLICATION INSTRUCTIONS

1. This application must be filled in by computer, typewriter, or ink and submitted to the Building Inspector or the Zoning Board of Appeals. Application must be accompanied by a check or money order for the application fee. The application must be completely filled out and signed.
2. Plot plan showing location of lot and building on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property, must be drawn on the diagram which is part of this application.
3. The applicant will submit with this application supporting materials, including plans, elevations, landscaping diagrams, traffic circulation diagrams, neighborhood land use maps, photographs, and any other materials that will assist the board to understand the request.
4. This application should be accompanied by two complete sets of plans showing proposed construction.
5. The work covered by this application may not be commenced before the issuance of a Building Permit.
6. Upon approval/denial of this application, the decision will be filed with the Town Clerk's Office within five (5) business days. The applicant is required to follow-up with the Building Inspector to ensure that the Building Permit and all other necessary and/or required permits are issued and maintained. Such permit(s) and approved plans shall be kept on premises, available for inspection throughout the progress of the work.
7. No building shall be occupied or used in whole or in part for any purpose whatsoever until a Certificate of Occupancy is granted by the Building Inspector.
8. Costs for the work described in the Application for Building Permit include the cost of all the construction, and other work done in connection therewith, exclusive of the cost of the land.
9. Any deviation from the approved plans must be authorized by the approval of revised plans subject to the same procedure established for the examination of the original plans and an additional permit may be charged.

Applicant Signature

Date

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PLOT DIAGRAM

Locate clearly and distinctly all buildings whether existing or proposed, and indicate all set back dimensions from property lines. Give lot and block numbers or description according to deed, and show all easements and street names and indicate whether interior or corner lot, or supply an approved plot plan showing all the above requirements.

NOTE: TO PREVENT ANY DRAINAGE PROBLEMS, SHOW ELEVATIONS, GRADING, SWALES, ETC.

