

VILLAGE OF MASSENA
ZONING BOARD OF APPEALS

REQUEST FOR VARIANCE

Date Of Application: _____ **** Fee amount \$50.00 payable to Village of Massena

Name of Applicant _____

Address _____

Is applicant the owner of this property? - Yes ____ or No ____, if not, list the following:

Property owner's name _____

Owner's address _____

Owner's phone number(s) (W) _____, (H) _____

Applicant's phone number(s) (W): _____, (H) _____,

TAX MAP NUMBER _____ (obtain at ASSESSOR'S OFFICE)

PHYSICAL 911 ADDRESS FOR VARIANCE

House # and street or road

Are there any prior approved variances or restrictions on this property? If so, please list dates and info:

Complete DESCRIPTION of variance requested: Include current dimensions & requested changes
(State which SECTIONS - 300 of the VILLAGE ZONING BOOK)

St. Lawrence County planning Board referrals need to be addressed before proceeding to Planning and Zoning Board. Referral to the County Planning Board: Should any site plan be for a project located within 500 feet of the following, the Planning and or Zoning Board shall refer the site plan to the County Planning Board in accordance with 239-m of Article 12-B of the new York General Municipal Law, included special permits, area variance, use variance, Agricultural districts, site plans and subdivisions. If the County Planning Board has not acted on a referral within 30 days, the Planning Board may proceed as if the County Planning board has approved the referral.

1. The boundary of any village or town.
2. The boundary of any state park or other recreation area.
3. The right of way of any county or state parkway, throughway, express way or other controlled access highway.
4. The right-of-way of any stream or drainage channel owned by county or for which the county has established channel lines.
5. The boundary of any county or state owned land on which a public building or institution is located.

All site plan review decision shall be filed with the Village Clerk five days from the date of decision.

General Municipal Law 239-nn requires municipalities to provide a public hearing notice to neighboring municipalities for special permits, use variances, Agricultural districts, site plans and subdivisions within five hundred (500)feet of the neighboring municipality or state highway. Requires County Planning Board Approval

Is your request within 500 feet of a neighboring municipality or state highway? Yes ____ or No ____, if so explain, note on map or sketch.

Sketch of property dimensions, area of variance request to be highlighted

PLEASE LIST all adjoining property owner's names, mailing addresses, and telephone numbers.

*****Applicant has received a copy of Guidelines for applicants to the Zoning Board of Appeals?
Circle yes or no (please initial) _____

Signature of applicant

Sworn to before me this
___ day of _____. 200__

Date

Notary

CEO-Recommendations / comments

Planning Board Chairman - Recommendations / comments

This variance request has been

Disapproved _____ Approved _____ Date: _____

ZBA Authorized signature _____

With the following restrictions - None _____, or the following:

Copy of variance provided to the following :

- _____ Applicant
- _____ Owner of property if different than applicant
- _____ Code Enforcement Officer
- _____ Planning Board Chairman
- _____ File copy - original copy
- _____ County Planning Office