

ZONING BOARD OF APPEALS

Village of Skaneateles

46 East Genesee Street

Skaneateles, New York 13152

685-2118

fax 685-0730

Instructions for Applications for Appeal and/or Applications for Special Use Permit to the ZONING BOARD OF APPEALS

- A. Please prepare this 2 page appeal or Application for a Special Use Permit by printing in ink or by typewriter/computer. Submit the signed and dated original and 6 copies to the Secretary of the Zoning Board of Appeals.
- B. Please complete the "Short Environmental Assessment Form, Appendix B" attached to this application. Submit the signed and dated original and 6 copies to the ZBA Secretary.
- C. Please submit with your application and copies the appropriate fee per the schedule below:
- (1) Appeals and Applications for variances:
 - a. One and two family dwellings and supplemental apartments, accessory buildings.....(per parcel).....**\$200.00***
 - b. All other buildings and structures...(per parcel).....**\$250.00***
 - (2) Applications for Special Use Permits...(per parcel).....**\$350.00***
 - (3) Other applications: If a public hearing is required.....**\$100.00***
If no hearing is required.....**\$ 50.00***
 - (4) Renew expired time limit condition or a variance.....**\$50.00***

*** plus expert assistance expenses, professional fees**

(Section 2, paragraph 5 of Local Law #2 of 1995, defines this as: "Expert assistance expenses to be paid on behalf of the Zoning Board of Appeals: On any application or appeal the applicant or appellant shall be obligated to pay for all expert assistance, including but not limited to engineering services required by and as determined by the Zoning Board of Appeals through and including the date of the application for a Certificate of Occupancy or a Certificate of Completion.")

D. Please attach to your appeal and/or application, all information required by the provisions of Zoning Law of the Village of Skaneateles, (Local Law #2-1975) relating to your appeal and/or application. A copy of the Zoning Law is available for viewing at the Village Office, or on the Internet at www.generalcode.com.

E. Upon receipt of the COMPLETE "Notice of Appeal or Application for Special Use Permit" and the required fee (if any), the Zoning Board Secretary shall forward all said information to the Planning Board for a recommendation, and then to the Zoning Board of Appeals. A legal notice of the Zoning Board of Appeals will be published in the *Skaneateles Press* or other declared legal publications 10 days before the public hearing

ZONING BOARD OF APPEALS

Village of Skaneateles
46 East Genesee Street

685-2118

Skaneateles, New York 13152

fax 685-0730

(1) NOTICE OF APPEAL - (2) APPLICATION FOR SPECIAL USE PERMIT

Date of application _____

To the Zoning Board of Appeals of the Village of Skaneateles, Onondaga County, New York

I/We _____
Printed or typed name of Appellant(s) and/or Applicant(s)

Address _____

(1) I hereby appeal the decision of the Village Code Enforcement Officer (Building Inspector)

_____ which was denial of a Zoning Permit

_____ which was denial of a Certificate of Occupancy

_____ to vary the strict application of the provisions of:

Article _____ Section 225 Subsection _____

Article _____ Section 225 Subsection _____

Article _____ Section 225 Subsection _____

_____ which requires an interpretation of the Zoning Law under the provisions of Article XVI, Section 225-75 C (1), (2), (3).

(2) I hereby apply for: (check all applicable)

_____ A **SPECIAL USE PERMIT** required by the provisions of Article III, Section 225-10 B (1) & Section 225-11 B (2)

_____ A **FLOODWAY PERMIT** required by the provisions of Article III, Section 225-10 B (3) & Article VI, Section 225-18 B.

This appeal or application relates to:

_____ Street Number _____ Street Name

Tax Map Number _____

3-04jb

The applicant shall use this sheet to state to the Zoning Board of Appeals details of the variances requested.

Zoning District of the lot _____

Column

- #1 From the Density Control Schedule (Section 225-A5) fill in the minimum requirements for said lot in your Zoning District
- #2 Indicate the existing set-back dimensions, percentages, that are non-conforming with the figures in column #1, and that will not be changed by the proposed construction
- #3 Indicate the dimensions, area (in square feet) and percentages that will result from your proposed construction.
- #4 Indicate the variance requested (subtract #3 from #1)

Columns >	#1	#2	#3	#4
Open area (sq. ft.) as a % of lot area	_____	_____	_____	_____
Front Yard dimension (ft.)	_____	_____	_____	_____
Left side yard dimension (ft.)	_____	_____	_____	_____
Right side yard dimension (ft.)	_____	_____	_____	_____
Both side yards combined (ft.)	_____	_____	_____	_____
Rear yard dimension (ft.)	_____	_____	_____	_____
Maximum width of structure as a percentage of lot width (Structure width divided by lot width)	_____	_____	_____	_____
Minimum livable floor area, each dwelling	_____	_____	_____	_____

List below any OTHER variances, Special Permits requested -
 (Section of the Zoning Law) (Description)

Please state below all reasons to support your appeal or application. Attached other sheets as needed to support your appeal/application.

Dated: _____
 3-04 jb

 Signature of Applicant/Appellant

SHORT ENVIRONMENTAL ASSESSMENT FORM

*In order to answer the questions on this Short EAF, it is assumed that the preparer will use currently available information concerning the project and the likely impacts of the action. It is not expected that additional studies, research or other investigations will be undertaken. *If any questions are answered with a "yes" the project may be significant and a complete Environmental Assessment Form is necessary. *If all questions are answered "No" it is likely that the project is not significant.*

ENVIRONMENTAL ASSESSMENT

- 1. Will the project result in a large physical change to the project site or physically alter more than 1 acre?..... Yes No
- 2. Will there be a major change to any unique or unusual land for on the site? Yes No
- 3. Will the project alter or have a large effect on an existing body of water?..... Yes No
- 4. Will the project have a potentially large impact on groundwater quality?..... Yes No
- 5. Will the project significantly effect drainage flows on adjacent sites?..... Yes No
- 6. Will the project effect any threatened or endangered plant or animal species?..... Yes No
- 7. Will the project result in a major adverse effect on air quality?..... Yes No
- 8. Will the project have a major effect on visual character of the community or scenic views or vistas known to be important to the community?..... Yes No
- 9. Will the project adversely impact and site or structure of historic, pre-historic, or paleontological importance or any site designated as a critical environmental area by a local agency?..... Yes No
- 10. Will the project have a major effect on existing or future recreational opportunities?..... Yes No
- 11. Will the project result in major traffic problems or cause a major effect to existing transportation systems?..... Yes No
- 12. Will the project regularly cause objectionable odors, noise, glare, vibration, or electrical disturbance as a result of the project's operations?..... Yes No
- 13. Will the project have any impact on public health or safety?..... Yes No
- 14. Will the project effect the existing community by directly causing a growth in permanent population of more than 5% over a one year period or have a major negative effect on the character of the community or neighborhood?..... Yes No
- 15. Is there public controversy concerning this project?..... Yes No

Preparer's Signature _____ **Title** _____

Representing _____ **Date** _____