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INCORPORATED
VILLAGE OF PATCHOGUE

ZONING BOARD OF APPEALS

- Meets 1st and 3rd Wednesday of each month.
- Application must be submitted at least three weeks prior to hearing.

Application to Board: 10 packets to be submitted (*1 original, 9 Copies*) of the following:

1. Application
2. Current survey indicating proposed activity (*if applicable*)
3. Four sets of stamped blue prints of proposed activity; remainder of plans can be copies.

Filing Fees As Described In Chapter 435	
Residential	\$200.00
Commercial	\$400.00
Special Permit	\$450.00
Renewal of Special Permit	\$200.00
Certificate of Existing Use	\$300.00
Penalty Fee For Existing Structure Built Without Benefit Of Permit	
Residential	\$200.00
Commercial	\$400.00

FILES 10 COPIES

FOR OFFICE USE ONLY

FILED: _____

HEARING NO. _____

DATE OF PUBLICATION: _____

DATE OF HEARING: _____

**BOARD OF APPEALS
INCORPORATED VILLAGE OF PATCHOGUE
NEW YORK**

In Matter of the Appeal (Application) of:

Applicant: _____

Address: _____

Telephone No.: _____

TO THE BOARD OF APPEALS OF THE VILLAGE OF PATCHOGUE

.....

The above-named applicant respectfully shows:

1. The applicant is the owner, contract vendee, or lessee of the property herein described and acquired such interest on _____20_____ and hereby appeals (applies) to the Board of Appeals of the Incorporated Village of Patchogue, New York (from the order, requirement of decision or determination made by the Building Inspector of the said Incorporated Village of Patchogue, dated _____, relating to the Building Zone Ordinance of said Village)(for special exception or permit pursuant to the Ordinance of said Village).

2. The premises affected are located in a _____ Zoning District and known as No. _____ and are described as follows:

3. The purpose of this application is to obtain a variance or modification of the application of the applicable regulations or provisions of, or special exception or permit pursuant to SECTION _____ SUBSECTION _____, SUBDIVISION _____ of the Code of Ordinances of said Village to permit the following: (EXPLAIN):

4. There (is) (is not) a public school, public library, church, hospital, or orphanage within two hundred (200) feet of property.

5. The premises affected by this application (are) (are not) within five hundred (500) feet of the Brookhaven Town Line, County or State Park, Building, Road, Parkway, Expressway or County Drainage Channel. If so,

6. There is attached hereto and made a part hereof a diagram, drawn to scale, showing the premises together with the existing or proposed building or structure with the distance of said building or structure from the street and property lines, the front and side elevations, and the names of adjoining owners and if the application seeks a variance for parking, the diagram shall contain a layout of the parking stalls proposed (each stall approximately twenty (20) feet by ten (10) feet and the proposed ingress and egress from the parking area. If the application is for a sign variance, there is attached hereto a diagram, drawn to scale, showing the premises together with the existing building or structures and the sign or signs to which this application refers and a separate diagram showing all dimensions of sign/signs with the front and side elevations. All applications for two family dwellings, or extensions, or additions, need a floor plan drawn to scale showing all dimensions and use of each room.

7. Section 8099 of the General Municipal Law of the State of New York provides as follows: “S 809. Disclosure in certain applications.”

“1. Every application, petition or request submitted for a variance, amendment, change of zoning approval of a plat, exemption from a plat or official map, license or permit, pursuant to the provisions of any ordinance, local law, rule or regulation constituting the zoning and planning regulations of a municipality shall state the name, residence and the nature and extent of the interest of any state officer or any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership or association making such application, petition or request (hereinafter called the applicant to the extent known to such applicant).”

“2. For the purpose of this section, an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children or the spouse of any of them (a) is the applicant, or (b) is an officer, director, partner or employee of the applicant, or (c) legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or (d) is a party to an agreement with such an applicant, express or implied whereby he may receive any payment or other benefit, where or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request.”

“3. Ownership of less than five percent (5%) of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.”

“4. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.”

The applicant is owner, contract vendee, (lessee) of the property herein described and acquired such interest on _____. If the applicant is not the owner of the premises, attach the owner’s duly acknowledge consent to the application.

Verbatim stenographic minutes are not taken as a matter of course during the public hearing of this board. In the event that the applicant should wish to have such verbatim minutes taken, or in the event that any court shall order the taking of such verbatim minutes, the applicant shall pay the actual cost for the taking of such minutes and the production of a transcript by a certified stenotype reporter, and shall deposit the sum of \$250.00 with the Clerk of the Village of Patchogue prior to the hearing as an advance towards those expenses.

Pursuant to the foregoing, set forth the name, residence address, nature and extent of the interest of any officer or employee of the Village of Patchogue, Town of Brookhaven, County of Suffolk or State of New York, the applicant or appellant. If none, state so.

WHEREFORE, applicant petitions the Board of Appeals for a variance, special exception or permit pursuant to this application.

DATED: _____

Applicant's Signature

Applicant's Attorney (if any)

Telephone No.: _____

STATE OF NEW YORK: COUNTY OF SUFFOLK: SS:

_____, being duly sworn, deposes and says that he/she is the Applicant in this application; that he has read the foregoing application and knows the contents thereof; that the same is true to the knowledge of deponent, except as to the matters therein stated to be alleged on information and belief, and that as to those matters he/she believes it to be true.

Signature

Sworn to before me this _____ day of _____, 20 _____ STATE OF NEW YORK: COUNTY OF SUFFOLK

_____ being duly sworn, deposes and say that he/she is the _____ or _____ the corporation named within the application; that he has read the foregoing application and knows the contents thereof; and that the same is true to his own knowledge except as to the matters therein stated to be alleged upon this information and belief, and as to matters he/she believes to be true. Deponent further says that the reason this verification is made by deponent and not by _____ is because the said _____ and from the books and papers of said corporation.

Sworn to before me this day

_____ day of _____ 20

Notary's Signature



SHORT FORM ENVIRONMENTAL ASSESSMENT

1. Applicant / Sponsor: _____ 2. Project Name: _____

3. Brief Project Description: _____

4. Completed By: _____ 5. Date: _____

6. Address: _____

7. Does this action exceed any Type I threshold included on the statewide SEQRA regulations (617.12) as applicable to the Village of Patchogue (see back side for response)? Yes ____ No _____. If "Yes", circle appropriate category on reverse side. Review is completed, please sign statement below. If "No", proceed to complete to complete and answer all questions below.

8. Is the proposed action conclusively either: an Except Action; An Excluded Action; An Excluded Action; or a Type II Action? Yes ____ No _____. If "Yes" circle appropriate category on reverse side. Review is completed, please sign statement below. If "No", proceed to complete and answer all questions below.

	<u>Yes</u>	<u>No</u>
9. Is the project within a 100 year flood plan area?	_____	_____
10. Is this project within 300ft of a wetland or water body?	_____	_____
11. Does this project include the addition of at least 75 parking spaces?	_____	_____
12. Does this project produce more than 25,000 square feet of new construction?	_____	_____
13. Is this project within 300ft of a local landmark or facility listed on the National registry of Historic Places?	_____	_____
14. Is the project ground level within one (1) foot of existing ground water?	_____	_____
15. Is the project site presently used for or adjoins recreation or open space?	_____	_____
16. Will the project remove clusters of trees over 8' in caliper?	_____	_____
17. To the best of your knowledge, will project adversely affect drainage flow, air pollution or water quality or sewage load?	_____	_____
18. Does the project involve construction on more than 2 acres?	_____	_____
19. Does action involve a permit approval or modification of permit?	_____	_____

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE

Applicant / Sponsor Name _____ Date _____

Signature _____

TO BE COMPLETED BY VILLAGE

Check any actions that may result in adverse affect upon: Traffic _____ Noise _____ Water Supply _____ Energy Resources _____
Land Resources _____ Historic Facilities _____ Future Growth _____ Aesthetic Quality _____ Health / Safety _____

Please explain findings: _____

Recommended Action: _____
