

VILLAGE OF ORCHARD PARK ZONING BOARD OF APPEALS APPLICATION

Complete this application, return with the \$100.00 fee and attach to the corresponding Building Permit Application and fee. The actions requested by this application require a referral from the Planning Board (PB) and subsequent action by the Zoning Board of Appeals (ZBA). The next PB meeting is _____ @ 7:30 pm. The subsequent ZBA meeting/public hearing is the 3rd or 4th Wednesday of the month @ 7:00 pm. The deadline for the completed application with the required submittals and fee is _____ @ 12:00 Noon. The Code Enforcement Official will review this application to determine if the application can be placed on the Planning Board agenda and the subsequent ZBA meeting/public hearing can be scheduled.
Please contact the Village Office for Meeting Dates.

A ZBA APPLICATION WILL NOT BE MARKED AS RECEIVED UNTIL ALL FEES ARE PAID

VILLAGE USE ONLY

Complete ZBAA Rec'd Date: _____	Hearing Date: _____	Action Date: _____
SBL # _____	Zone: _____	
Existing/Prev Occupancy Classification: _____	Existing/Prev Zoning Use: _____	
Proposed Occupancy Classification: _____	Proposed Zoning Use: _____	
Municipal Code Section Appealed: _____		
Text for Public Notice: _____		

INFORMATION

Property Address: _____	
NAME: (Property Owner) _____	Phone #: _____
Owner Mailing Address: _____	
NAME: (Occupant) _____	Phone #: _____
NAME: (Applicant) _____	Phone #: _____
Applicant Mailing Address: _____	

REQUIRED SUBMITTALS

Attach the required # of copies to the corresponding Building Permit Application (check box when attached)

- Survey/Site Plan (8 copies)**
- Construction Drawings/Information (8 copies)**

OPTIONAL SUBITTALS

Although not required, the applicant may submit additional information such as photographs, renderings, letters or anything that may help to present a more complete application. Optional submittals do not have to be attached to the application and may be presented to the PB and ZBA at a meeting.

TYPE OF APPEAL (check one)

- A Variance to the Village of Orchard Park Municipal Code**

The applicant requests a variance to the Village of Orchard Park Municipal Code for the listed reason:

- An Interpretation to the Village of Orchard Park Municipal Code**

The applicant requests an interpretation of the Village of Orchard Park Municipal Code for the listed reason:

REASONS FOR VARIANCE REQUEST - answer completely. If necessary, use a separate document.

A. Strict application of the Village of Orchard Park Municipal Code would produce undue hardship or practical difficulties because:

B. Such hardships or difficulties are unique and not shared by all properties in the immediate vicinity because:

C. The variance would not change the character of the district and would observe the spirit of the Municipal Code because:

FEE - A ZBA APPLICATION WILL NOT BE MARKED AS RECEIVED UNTIL ALL FEES ARE PAID

Receipt is hereby acknowledged of the sum \$ 100.00 being the application fee established by the Village Board. Receipt # _____

Village Clerk: _____

Date: _____

NOTARIZED PROPERTY OWNER'S SIGNATURE

I have read this application explaining the procedure and the required information and authorize the Zoning Board of Appeals to act on this appeal.

PROPERTY OWNER'S SIGNATURE: _____

Notary Public	State of New York County of Erie ss:
	ON THIS _____ DAY OF _____, 20____ BEFORE ME PERSONALLY CAME

	TO ME PERSONALLY KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FORGOING DOCUMENT

NOTARY PUBLIC

APPROVALS

Planning Board Referral

Recommend Approval

Recommend Denial

Conditions:

Planning Board Chairman: _____

Date: _____

Zoning Board of Appeals Approval

Approved

Denied

Conditions:

Zoning Board of Appeals Chairman: _____

Date: _____