

Town of Horicon ZBA

PO Box 90
Brant Lake, NY 12815
(518) 494-4245
Fax (518) 494-5240
E-mail: zoningplanning@horiconny.gov
Website: horiconny.gov

Application # _____

Decision _____ Date _____

Variance Received/Denied: _____

Variance Application

Property Owner's Name: _____

Mailing Address: _____

Phone Number(s): _____

Applicant's Agent/Representative's Name (if Applicable): _____
(You must complete the Authority to Act as Agent form)

Address: _____

Phone Number(s): _____

Location of Property (911 address): _____

Tax Map Number or S/B/L: _____

Parcel Size (Acres or Sq.Ft.): _____

Zone Classification (District Symbol & Acres)(see list):

- | | | |
|------------------|-------------------|---------------|
| CR-20,000 | CR-20,000 sq. ft. | CR-3.2 acres |
| R1-20,000 sq. ft | R1-1.3 acres, | R1-2 acres |
| R1-3.2 acres, | R1-10 acres, | R1A-3.2 acres |
| R1A-5 acres, | R2-2 acres, | R2-3.2 acres |
| R2-5 acres, | R2-10 acres, | |
| LC-10 acres, | LC-42.6 acres, | RRD-3.2 acres |
| RRD-5 acres, | RRD-10 acres. | |

If parcel is in multiple zones please indicate all zones.

APA Zoning Classification:(see list):

Hamlet Moderate Intensity Use Low Intensity Use
Rural Use Resource Management Industrial

If parcel is in multiple zones please indicate all zones.

Briefly explain your proposal: (example: build a 24' x 24' garage, subdivide property into 2 lots, install a dock more than 40' long) This information that will appear on the agenda.

9. Indicate what decision you received from the Zoning Administrator:

___ Denial of an application for a Zoning Compliance Certificate (Land Use Permit)

(You must attach that decision to this application)

Other: explain(Subdivision, Conditional Use etc.:

10. What is/are the Applicable Section(s) of the Zoning Code that applies to this project:

Section(s): _____

11. What is the current use of the property (residential, undeveloped, commercial): _____

12. List **ALL structures** that are present on this parcel **today:** _____

13. Describe (if anything) that will be done with any and all structures that are currently present on this parcel today: _____

14. Circle kind of variance you are requesting:

- Area Variance
- Use Variance
- Other

15. Indicate what type and size of variance you are requesting, (fill in all that apply):

If unknown, check with Zoning Administrator for appropriate minimum setback requirements for each zoning district.

**** EXAMPLE: ****

Roadway Setback 65' from 45' from
 CL of road CL of road 20'
 (CL = center line)

	Type of Variance Requested	A Minimum Requirement (see intensity)	B Amount of Variance Applied For (i.e. where the proposed)	C Variance Request (A minus B)
	Density (Acreage)			
	Shoreline frontage			
	Shoreline setback			
	Roadway frontage			
	Roadway setback			
	Front Yard setback			
	Rear Yard setback			
	Side Yard setback			
	Dock Surface Area			
	Dock Length			
	Dock Design show proposed design on separate paper.	T,L,U,F or straight line configuration		see attached sheet

* All variances will be reviewed by the Zoning Administrator for accuracy.

Zoning Administrator Review:
 (Initialed if accurate) _____

15a. If variance(s) are not listed above or you need additional space, state your variance request here:

Warren County Planning Board questions:

1) Is this **parcel** within **500** feet of a **County or State Road**, (see list below)

YES NO

County and State Roads:

State Rte 8	Palisades Rd - Co. Rd#26
East Shore Dr - Co. Rd #15	Valentine Pond Rd - Co. Rd #55
Horicon Ave - Co. Rd #31	Market St - Co. Rd #33
East Schroon River Rd - Co. Rd #64	Watering Tub Rd - Co. Rd #53

2) Is this parcel within 500' of a State or County Right of Way, County or State Park, County or State Municipal Boundary, County or State watershed draining, or any County or State Facility? **YES NO**

Adirondack Park Agency (APA) questions:

1) Are there wetlands on the property? **YES NO UNKNOWN**

IF YES, _____Acres/Sq. Ft.

IF UNKNOWN, have you contacted the APA to inquire if wetlands exist on parcel or requested a site review to flag possible wetlands? **YES NO**

2) Is an Adirondack Park Agency (APA) permit required? **YES NO UNKNOWN**

IF YES, Have you applied for an APA permit? **YES NO**

IF YES, please attach correspondence you have had with the APA

IF NO, Explain _____

IF UNKNOWN, have you applied for an APA Jurisdictional determination (JIF) or had contact with the APA for determination? **YES NO**

IF YES, please attach application for jurisdictional determination.

IF NO, explain _____

Do NOT complete this page is you are applying for a Use Variance

The following information must be provided in detail (on separate sheets if necessary).

Area Variance

The applicant must demonstrate that the Ordinances imposes a practical difficulty on the property.

Board may grant minimum variances necessary and may impose reasonable conditions.

A. The strict application of the Zoning Ordinance would result in the following practical difficulty:

Explain: _____

B. Will there is an undesirable change in neighborhood character or to nearby properties?

Explain: _____

C. Will there be an adverse physical or environmental effect? _____

Explain: _____

D. Are there any feasible alternatives? _____

Explain: _____

E. Is the variance requested the **MINIMUM VARIANCE** in which would alleviate the identified practical difficulty? _____

Explain: _____

F. Other Comments: _____

Do NOT complete this page is you are applying for an AREA Variance

The following information must be provided, in detail (on separate sheets if necessary).

Use Variance

Applicant must prove that the Ordinances imposes unnecessary hardship on the property.

Board may grant minimum variances necessary and may impose reasonable conditions.

A. Is a reasonable return possible if land is used as zoned? **YES NO**

Please include competent financial evidence:

Explain: _____

B. Is the application of the zoning requirements of this district resulting in problems unique to the property in question? **YES NO**

Explain: _____

C. Will there be an adverse effect on the character of the neighborhood? **YES NO**

Explain _____

Signature Page

Notice is hereby given that in the event the Town of Horicon determines that technical assistance is needed to review the project, the reasonable and necessary expenses associated with such review shall be borne by the project applicant.

Applicant's Signature _____ **Date** _____
 I, We hereby authorize the Town of Horicon, it's employees and authorized agents access to the property for purpose of inspection.

Applicant's Signature _____ **Date** _____
 I, We hereby authorize the Town of Horicon, it's employees and authorized agents access to the property for purpose of inspection.

Official Use Only

Date Received _____ Payment: Ck # _____ Cash _____
 Initial Office review completed w/comments: _____
 Date deemed complete _____
 Warren Co referral Date (if required) _____
 Warren Co decision - see attached form (if required)
 ZBA Decision (attach decision form) _____ Date _____
 APA referral Date _____
 APA determination received _____

Board's Check List:

- 1) Zoning Compliance Certificate Denial (if applicable) _____
- 2) Application _____
- 3) Plot Plan _____
- 4) Authorization Form (if applicable) _____
- 5) Deed(s) or other proof of ownership _____
- 6) Environmental Assessment Form (if applicable) _____
- 7) Payment _____
- 8) Batter Stakes (if applicable) _____
- 9) Additional Documents (if applicable) _____

AUTHORITY TO ACT AS AGENT FOR PROPERTY OWNER

I, _____, the owner of record of the
property described in this application hereby empower, _____ to
act as my agent and representative in conducting presentations to the necessary board(s) and in
deliberations with the board(s) and any necessary permit(s) pertaining to my application(s).

As my agent, he/she is empowered to act on my behalf in full. In so doing I, the owner applicant,
understand that I am bound by any conditions imposed on my project and agreed to by my agent or by
conditions or restrictions imposed by my agent as part of the presentation.

Signature of Owner

Signature of Agent/Representative

Notary

Notary

Town of Horicon *Zoning Board of Appeals (ZBA)*

Variance Instructions

Section 16 - Town of Horicon Zoning and Project Review

1. Attach your Zoning Compliance application Denied by the Town of Horicon Zoning Administrator. If this is variance application for a Subdivision, Conditional Use, Site plan or Special use permit a denial is **not** required.
2. Fill out and return **Ten (10) copies** of the application and all **relevant materials** to the Town of Horicon Zoning & Planning Office. You need not copy these instructions or unrelated pages if they are not relevant to your proposal.
 - A)** Deadline for applications is a **minimum of 14 days prior** to the regularly scheduled meeting. The ZBA meetings are held on the fourth Tuesday of each month at 7:00 PM. Schedule may change due to special circumstances, please check with the zoning office for details.
3. A plot plan of the lot, **drawn to scale** must be attached, indicating the location and size of the lot, size and location of the proposed improvement(s) thereon and any size and location of proposed improvement(s) to be erected thereon. **Ten (10) copies.**
4. If application is being represented by someone other than the owner of record, then the AUTHORITY TO ACT AS AGENT FOR PROPERTY OWNER must be completed, notarized and attached to this application, **Ten (10) copies.**
5. Include deed(s) or other proof of ownership. **Ten (10) copies.**
6. Complete an Environmental Assessment form (if applicable) Short Form Part 1 ONLY, **Ten (10) copies.** (Download Form from dec.state.ny.us or horiconny.gov website if one is not attached).
7. Enclose a check for \$100.00 made payable to the Town of Horicon.
8. Place batter stakes (if applicable) at the site location for inspection by the Zoning Administrator.
9. Are there any additional documents presented as part of this application? YES NO

Applicant's Check List:

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- 6) Environmental Assessment Form (if applicable) _____
- 7) Payment _____
- 8) Batter Stakes (if applicable) _____
- 9) Additional Documents (if applicable) _____