

**APPLICATION TO THE BOARD OF APPEALS
VILLAGE OF QUOGUE, NEW YORK**

Ten copies of any surveys and other supporting materials required by the instructions are to be filed and submitted.

In the Matter of the Application:

Agent:

Owner's Name: _____

Tax Map # _____

Street Address: _____

Mailing Address: _____

QUESTIONNAIRE

1. Has building permit been refused by Building Department? Yes / No

2. Location of property _____

3. Is there a School, Library, Church or Fire Hall within 200 feet of the premises in question?

4. Approximate cost of work involved by the order: \$ _____

5. Under what section of Building Zone Ordinance is this application made? _____

6. Fee: \$ 500.00 Area Variance Fee

\$ 750.00 Use Variance Fee

\$1,500.00 Coast Erosion Hazard Area Variance Application

(All fees shall be doubled if work starts before the variance has been granted.)

7. Present Zone: _____

Received By _____

Do Not Write in This Box

APPLICATION TO THE BOARD OF APPEALS

Describe the request and reasons therefore (attach additional sheets if necessary):

COUNTY OF SUFFOLK}

ss:

STATE OF NEW YORK}

_____ being duly sworn deposes and says that he/she is _____
(Owner or Agent for Owner)

of the Property above described. That all statements made in this application are true to the best of his (or) her knowledge and belief, except as to the matters therein stated to be alleged on information and belief and as to the matters he (or) she believes to be true.

Sworn to before me this _____ day of _____

(Applicant's Signature)

Notary Public, Suffolk County

**INSTRUCTIONS FOR APPLICATION TO THE
BOARD OF APPEALS OF THE VILLAGE OF QUOGUE**

1. All questions on the application form must be answered.
2. The street address (including house number) must be set forth in answering the location of property question.
3. The zoning district in which the property is located must be set forth in answering the present zone question.
4. In answering the request question, both the nature of the proposed construction and the requested zoning relief (including the extent of such relief) must be set forth. (For example, if a yard or setback variance is requested, the proposed setback from the applicable lot line must be set forth). It is not sufficient to simply describe the proposed construction without setting forth the zoning relief requested for such construction.
5. A survey (prepared by a surveyor) showing all existing buildings and structures and the proposed building, structure and/or addition must be submitted. In the alternative, a survey (prepared by a surveyor) showing all existing buildings and structures and a site plan (prepared from the survey by an architect or engineer) showing the proposed building, structures and/or addition (as well as all existing buildings and structures) may be submitted. The survey and/or site plan must show relevant zoning data.
6. A copy of any existing certificate of occupancy must be submitted. If a certificate has not been issued for any existing building or structure, the applicant should make a written request to the Zoning Administrator for a certificate, and a copy of such written request should be filed with the application to the Board of Appeals. If a certificate has not been obtained by the time of the Board of Appeals hearing, the Board may require an amended application or a further hearing; thus, an applicant may prefer to obtain the certificate prior to filing the application.
7. If the lot is a nonconforming lot (a lot which does not conform with the current lot area, street frontage or lot width requirements), proof showing that the lot is a valid nonconforming lot (such as a certified abstract of single and separate ownership) must be submitted.
8. If any New York State Officer, or any officer or employee of the Village of Quogue, has an interest in the applicant, the name and residence of such officer or employee and the nature and extent of the interest must be disclosed in the application or in a separate statement submitted therewith. For the purpose of this disclosure requirement, any such officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, 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, whether or not for services rendered, dependent or contingent upon the favorable approval of such application.

Area Variance

In making its determination, the Zoning Board of Appeals shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety, and welfare of the neighborhood or community by such grant. In making such determination, the Board shall also consider:

Please answer the following questions:

- 1. Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance.**

- 2. Whether the benefit sought by the applicant can be achieved by some other method, feasible for the applicant to pursue, other than an area variance.**

- 3. Whether the requested area variance is substantial.**

- 4. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district**

- 5. Whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the Zoning Board of Appeal, but shall not preclude the granting of the area variance.**

OWNER AUTHORIZATION

I, _____,
(Owner)

residing at _____,
(Owner Address)

being the owner of premises _____,
(Property Location)

also known as Suffolk County Tax Map No.: 902-_____-_____-_____

hereby authorize _____
(Agent)

whose mailing address is _____
(Agent Address)

to appear on my behalf before the Zoning Board of Appeals of the Village of Quogue, and to file any documents required with reference to my application for _____.

I hereby agree to allow my agent, whose name appears above, to act on my behalf and I further agree to abide by any requirements imposed by this Board as a condition of their approval.

Owner Signature