

Calendar Number: _____ -Z
(Staff Use Only)



Zoning Board of Appeals

Department of Planning & Community Development
City Hall - Roosevelt Square
Mount Vernon, New York 10550-2060
(914) 699-7230

Shawyn Patterson-Howard
Mayor

Elvira Castillo
Chair

Zoning Board Application (Please type or print clearly)

Application Type:

(Check all that apply)

Area Variance Use Variance Interpretation Amendment

(If amendment, provide previous calendar number): _____ -Z

Property Identification:

Address: _____

Map page: _____ Block: _____ Lot(s): _____

Zoning District: _____ Existing Site area: _____

Owner Information:

Name: _____

Address: _____

Telephone#: _____

Fax#: _____

E-mail Address: _____

Applicant Information:

(Provide if someone other than the property owner is the applicant)

Name: _____

Address: _____

Telephone: _____

Fax#: _____

E-mail Address: _____

Legal Representative Information:

(Provide if someone other than the property owner is the applicant)

Name: _____

Company: _____

Address: _____

Telephone #: _____

Fax#: _____

E-mail Address: _____

Lead Design Professional Information:

(Indicate the primary design professional associated with this application)

Name: _____

Title: _____

(Check all that apply)

Architect Engineer Contractor Other (Specify): _____

Company: _____

Address: _____

Telephone#: _____

Fax#: _____

E-mail Address: _____

Area Variance

Under New York law, in hearing an application for an area variance, the ZBA is to consider and weigh the following criteria. **Explain** (conclusory statements are not sufficient) how this Application satisfies each of the criteria and refer to and attach any and all documentation that supports your position. If you address this in a separate letter submitted in support of your application, it must address each specific criterion separately as set forth in the Application.

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

- B. Whether the benefit sought by the applicant can be achieved by some other feasible method, other than through an area variance:

- C. Whether the requested area variance is substantial:

D. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district:

E. Whether the alleged difficulty was self-created:

F. State any other information you believe would be helpful to the ZBA in deciding the Application:

Use Variance

A use variance may only be granted if it is determined that the applicable zoning regulations and restrictions cause the applicant unnecessary hardship. New York law requires the applicant to demonstrate **all** the following criteria. **Explain** (conclusory statements are not sufficient) how this Application satisfies each of the criteria and attach any and all documentation that supports your position. If you address this in a separate letter submitted in support of your application, it must address each specific criterion separately as set forth in the Application.

- A. The owner is deprived of a reasonable return for each and every permitted use under the zoning regulations for the particular district where the property is located. This deprivation must be established by competent financial evidence (“dollars and cents” proof):

- B. The alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood:

C. The requested use variance, if granted, will not alter the essential character of the neighborhood; and

D. The alleged hardship has not been self-created:

E. State any other information you believe would be helpful to the ZBA in deciding the application:

Criteria for Application Referral:

- Is subject property within 500 feet of any other municipality? Yes No
- Is subject property within 500 feet of any park or parkway lands? Yes No
- Is subject property within 500 feet of any State or County roads? Yes No
- Is subject property within 500 feet of any County facilities? Yes No

Project Description:

(Describe the project in detail indicating all areas of work, type(s) of improvement and materials to be used as a part of the proposed improvements. Use additional sheets if necessary.)

Zoning Code Information:

(Indicate sections of the Zoning Code for which variances/interpretation are requested)

Proposed Site:
(Property where variances are requested)

Existing Use(s): _____

Proposed Use(s): _____

Size of principal building: _____

Size of accessory building: _____

Number of storefront spaces: _____

Number of dwelling units on site: _____

Does the application consist of construction or the expansion of primary or accessory/appurtenant, non-residential structure(s) or facility(ies) involving less than 4,000 square feet of gross floor area?

Yes No

Parking Information:

Is off-street parking provided? Yes No If yes, indicate:

The number of spaces on the lot prior to project approval: _____

The number of spaces on the lot after project will be completed: _____

Is there a variance request for off-street parking? Yes No If yes, indicate:

The number of spaces: _____

With the completion of this application, I hereby state that the information provided and all accompanying documentation is accurate to the best of my knowledge, and that the attached plans contain all information required by the appropriate checklist.

Signature of Owner

Date

Signature of Applicant
(If different from owner)

Date