

**Zoning Board of Appeals
Application Form**

Property Owner: _____
Owner's mailing address: _____
Owner's telephone/fax/email: _____
Business name, if applicable: _____
Location of property: _____ Zone _____ Property Size _____
Tax Map Section _____ Block _____ Lot _____
If multiple lots, enter separately
Tax Map Section _____ Block _____ Lot _____
Tax Map Section _____ Block _____ Lot _____
Name of agent/professional consultant: _____
Address of agent/professional consultant: _____
Telephone/fax/email of consultant: _____

Complete description for as many application areas listed below deemed appropriate:

1. AREA VARIANCES to allow: _____

Appealing decision of Building Inspector/Code Enforcement Officer ____ Yes ____ No

Or, check one of the following:

- a. ____ referral from T/Lloyd Planning Board in relation to Site Plan review, without requirement for appeal from decision of building inspector pursuant to NYS Town Law Section 274-a(2a)
- b. ____ referral from T/Lloyd Planning Board in relation to Subdivision review, without requirement for appeal from decision of building inspector pursuant to NYS Town Law Section 277(6).

Setback relief:

Right sideyard: Required # feet: _____ Actual #feet: _____ Relief granted # feet: _____
Left sideyard: Required # feet: _____ Actual #feet: _____ Relief granted # feet: _____
Front yard: Required # feet: _____ Actual #feet: _____ Relief granted # feet: _____
Rear yard: Required # feet: _____ Actual #feet: _____ Relief granted # feet: _____
Lot size: Required # feet: _____ Actual #feet: _____ Relief granted # feet: _____
Other: _____

As a quasi-judicial board, the ZBA will balance benefit to the applicant with any potential detriment to the health, safety and welfare of the community, and will also consider the following points of law:

- a. whether benefit can be achieved by other means feasible to applicant
- b. undesirable change in neighborhood character or to nearby properties
- c. whether the request for relief is substantial
- d. whether the request will have adverse physical or environmental effects
- e. whether alleged difficult is self-created

2. USE VARIANCES to allow _____
Appealing decision of Building Inspector/Code Enforcement Officer _____ Yes _____ No
Pursuant to Town of Lloyd Code Chapter 100, Article _____ Section _____
Other code sections, if applicable: Article _____ Section _____
Other jurisdictional agencies/nature of applicant to them: _____

Evidence should address the following, and proof should show that the applicant:

- a. Cannot realize a reasonable return, substantiated by submission of the following competent financial evidence:

- b. Is sustaining a hardship that is unique and does not apply to a substantial portion of the zoning district, or neighborhood within which the subject property is located, as evidenced by the following:

- c. Has presented proof that the variance would observe the spirit of the town ordinance (code), and would not change the character of the district, by the following:

- d. Has presented the following proof that the alleged hardship has not been self-created:

3. INTERPRETATION OF THE ZONING CODE IS REQUESTED BECAUSE:

4. APPEAL AS AN AGGRIEVED PERSON(S) IS REQUESTED BECAUSE:

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FOR BOARD USE ONLY: VERIFICATION OF SUBMISSION MATERIAL

Intake officer initials: _____ Receipt date: _____ Fee Amount _____
Method of payment: Cash () Check ()# _____ M.O. ()# _____
Maps received: _____ Deed: _____ NYS SEQR EAF: short () long ()
Letter of Intent _____ Letter of Agent _____ Checklist completed (above) Yes _____ No _____
Other materials received:

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TOWN OF LLOYD BUILDING DEPARTMENT

12 Church Street, Highland, New York 12528

TOWN OF LLOYD PLANNING BOARD/ZBA 2015 MEETING SCHEDULE PB Application Submission Due Dates, Workshop, Regular Meeting Dates

	Materials must be received by:	Workshop	Regular
January.....	1/5/15	1/15/15	1/22/15
February.....	2/9/15	2/19/15	2/26/15
March.....	3/9/15	3/19/15	3/26/15
April.....	4/6/15	4/16/15	4/23/15
May.....	5/5/15	5/21/15	5/28/15
June.....	6/8/15	6/18/15	6/25/15
July.....	7/6/15	7/16/15	7/23/15
August.....	8/10/15	8/20/15	8/27/15
September.....	9/8/15	9/17/15	9/24/15
October.....	10/5/15	10/15/15	10/22/15
November.....	11/9/15	11/19/15	none
December.....	see Nov.	none	TBD

<u>ZBA Application Submission Due Dates</u>	<u>ZBA Meeting Dates</u>	
<u>2 Fridays prior to meeting date</u>	<u>2nd Thurs, 7:00pm</u>	
January.....	12/29/14.....	1/8/15
February.....	1/30/15.....	2/12/15
March.....	2/27/15.....	3/12/15
April.....	3/27/15.....	4/9/15
May.....	5/1/15.....	5/14/15
June.....	5/39/15.....	6/11/15
July.....	6/26/15.....	7/9/15
August.....	7/31/15.....	8/13/15
September.....	8/28/15.....	9/10/15
October.....	9/25/15.....	10/8/15
November.....	10/30/15.....	11/12/15
December.....	11/25/15.....	12/10/15

Holidays Observed 2015 by Town of Lloyd

- January 1, 2015
- January 19, 2015
- February 16, 2015
- March 27, 2015
- May 25, 2015
- July 4, 2015
- September 7, 2015
- October 12, 2015
- November 3, 2015
- November 11, 2015
- November 26 & 27, 2015
- December 25, 2015

Note: Some deadlines and meetings are adjusted as shown to accommodate intervening holidays. Deadlines are strictly adhered to, due to the large volume of material that must be reviewed and/or referred for outside comment by agencies or consultants.

Note: Both boards reserve the right to change meeting dates because of inclement weather, other emergency or extraordinary circumstances. We will make every effort to advise all involved/interested parties, including, but not limited to, radio and TV announcements (weather cancellations).

Note: Special meetings are scheduled on an "as needed" basis and are announced by a press release notice to news print media (5 in our area: New Paltz Times, Southern Ulster Times, Poughkeepsie Journal, Times Herald Record, and the Kingston Daily Freeman), and on the Town's Clerk's board in town hall.

Note: Usually meetings are conducted in the Town Hall meeting room on the first floor. Anticipated large public attendance for a particular application may require that the meeting be conducted at another town facility pending availability, and this information is included in the meeting notice.

Town of Lloyd Building Department (845)691-2735

Applicant's Letter of Intent From: _____

To: Town of Lloyd Planning Board and/or Zoning Board of Appeals

Date: _____

Message:

Letter of Agent

I, _____, am the owner of
the property located at, _____,
Highland, NY identified as Tax Map SBL # _____.

I hereby authorize _____
to act as my agent in an application to _____

Check all that apply:

____ Town of Lloyd Planning Board

____ Town of Lloyd Zoning Board of Appeals

____ Town of Lloyd Building Dept.

Print Name _____

Signature _____

Date _____

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO
			YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO
			YES
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
b. Consistent with the adopted comprehensive plan?			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation service(s) available at or near the site of the proposed action?			
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?			
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing potable water: _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing wastewater treatment: _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
b. Is the proposed action located in an archeological sensitive area?			
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____	NO	YES	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)