

# Variance Application

Submit to: Code Enforcement Office, Eason Hall, 23 Elm St. Westifeld NY 14787

Fee Paid: \_\_\_\_\_

Permit #: \_\_\_\_\_ - \_\_\_\_\_

Receipt #: \_\_\_\_\_

Date Paid: \_\_\_/\_\_\_/\_\_\_

	Area	_____	Use	_____	Date	_____
To:	The Zoning Board of Appeals		From:	_____		
	Village/Town of Westfield			_____		
	23 Elm Street			_____		
	Westfield, NY 14787			_____		

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## Property Location

Section-Block-Lot: \_\_\_\_\_

Street Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_

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1. The applicant hereby submits this request for a Variance and provides the following explanation as to why strict compliance with the existing provisions of the zoning law is creating practical difficulty and undue hardship. (Use additional sheets if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The following documentation shall be required and shall be submitted with this application in duplicate (two copies), unless otherwise specified:

(a) **Site Plan** An aerial view (drawing) of the property depicting all buildings, structures, streets, sidewalks and right-of-ways, driveways, parking areas, open spaces, landscaping, swimming pools, ponds, streams and other waterways, and all property lines. The site plan shall be drawn to show all distances between buildings, drives, property lines, etc.

(b) **Survey of Property**

(c) **Property Deed**

(d) **Photographs of Property**

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3. (To be completed by Zoning Administrator) List all applicable sections of the zoning law which prevent the applicant from proceeding with the requested project, and which have served as a basis for rejection of the Building/Zoning Permit Application by the Code Enforcement Office.

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**NOTICE:** Applicant must read the following before signing this application:

**\*\*\*\*\* A separate Building Permit must be obtained prior to constructing, erecting, enlarging, altering, improving or converting, or changing the location or nature of occupancy of any building or structure. \*\*\*\*\***

Applicant Signature: \_\_\_\_\_

Do not write below this line

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State Ag Dist. (Yes/No)	_____
to ZBA Clerk	_____
to ZBA Chairman	_____
Public Hearing Date	_____
to County Planning (if applicable)	_____
Legal Notice Publication	_____
Adj. Property Owner Notification	_____
SEQR	_____
Negative/Positive Declaration	_____
Tax Assessor Notification	_____
Date of ZBA Decision	_____

**Approved** \_\_\_\_\_

**Disapproved** \_\_\_\_\_

The following documentation shall be affixed to, and permanently filed with this application:

\*Minutes of the ZBA Hearing

\*Written notification to applicant of final ZBA determination

Provisions, restrictions, limitations, or reasons(s) for denial:

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