

VILLAGE OF ALEXANDRIA BAY

ZONING PERMIT

APPLICATION 2017

Application No. _____ Tax Map No. _____ Date: _____

Property Address: _____

Property Zoned: _____ Currently Occupied No Yes as: _____

Existing Lot Size: Square Footage: _____ Lot Width: _____ Lot Length: _____

Set Backs Required: Front Yard: _____ Side Yard: _____ Rear Yard: _____ Height: _____

Name of Owner: _____

Mailing Address: _____

Telephone No. ____-____-_____ Email: _____

Name of Applicant if different: _____

Mailing Address: _____

Telephone No. ____-____-_____ Email: _____

Name of Architect / Engineer if any: _____

Mailing Address: _____

Telephone No. ____-____-_____ Email: _____

Proposed Work: New Expand Existing Alter Repair Relocate Demolish
Classification for Project: 1&2 Family Townhouse Residential Business / Commercial
 Industrial Agricultural Accessory Structure Change of Occupancy

Project includes: Wet Lands Flood Plain Hazardous Materials Remediation
 Subdivision Harbor Management Waterfront Consistency LWRP (Waterfront)
 Municipal Sanitary Sewer Municipal Storm Water Municipal Water Municipal Streets
Project is intended to be: Permanent Temporary Seasonal
Project will impact easements or rights of way? Yes No If yes provide documentation.

Agency Approvals: Jefferson County Building Code NYS DEC Corp of Engineers
 NYS DOH NYS DOT Others. _____

Scope of Project: _____

Square Footage: New or Added: _____ Altered / Repaired: _____ Total SF : _____

Construction Cost: \$ _____ .00

Proposed Start Date: _____ Completion Date: _____ Phased Project: Yes No

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The following is a summary of the minimum requirements for a Zoning Permit Submittal.

Please note that additional information may be requested based on specific project circumstances.

Zoning Permit Information Required: (2 Copies Each)

- Sketch Site or Plot Plan, showing property lines, all easements & right of ways, utility locations, wells, septic systems, streams, river, ponds, existing buildings, existing paving and walks, existing structures and proposed structures. Dimensions shall be provided for all existing and proposed structures, including their distance from property lines.
- Floor Plans and elevations of proposed structures and/or changes to existing structures.
- Photographs of existing structures may be provided for clarification as to location of proposed structures in relation to existing structures. Aerial Photographs and tax maps may be provided to show over all site location and neighboring properties.
- List of Properties located within 100 feet of the project property lines, including the mailing addresses for the property owners.
- Permit Fee must be paid prior to issuing the permit.

Attached to this Application are the following Documents:

This project may require on site reviews to determine the scope and impact of the project this and on adjacent properties. The Zoning Enforcement Officer is granted permission to access the site for evaluation purposed by this project only. Yes No

If **yes**, notification I will be made to the property owner by phone or text, prior to entering the site. If **no**, on site meetings will occur without the presence of the property owner and is subject to schedule availability.

Affirmation:

Applicant affirms under the penalty of perjury the truth and accuracy of aa information provided in connection with this application. It is understood by the applicant that any privileges granted in connection with this application are in reliance on the truth and accuracy of all information provided and are subject to revocation in the event the of falsity or inaccuracy of any such information.

Applicant Name (Printed): _____

Applicant Signature: _____ Date: _____

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General Information:

Zoning Permits are required (150-19 Zoning Permits):

Zoning Permit is "NOT" a Building Permit. The Zoning Permit acknowledges that the project included in the zoning permit application complies with Village Zoning and Planning Ordinances and any variance that has been approved. Upon issuance of the Zoning Permit, a copy will be forwarded to Building Codes Department of Jefferson County for their information and use.

Building Permits are issued by Building Codes Department of Jefferson County and subject to the Building Codes of the State of New York. Please be advised, that where Building Code Requirements that conflict with the Zoning Requirements, the more stringent requirement must be followed.

It is the responsibility of the Owner / Agent to provide all documentation necessary for the review and approval of the proposed project. Decisions made by the ZBA and Planning Board based on inaccurate or incomplete information are subject to a new review and additional action.

Where projects are required to receive a Building Permit from the Jefferson County, the same documents shall be provided to the Zoning Board of Appeals as part of the application Request. Where changes are made in documents submitted for a Building Permit, the revised documents shall be submitted to the ZEO, to determine whether any change to the Zoning Permit is impacted. Zoning Permits are issued for one year from the date of issuance and can be reissued by the applicant completing a zoning permit application and providing updated documents and payment of the zoning permit fee.

Upon notification to the ZEO that the project is complete, an inspection will be made to confirm compliance with the permit as issued and Zoning Certificate of Occupancy or Notice to Correct will be issued.

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Sketch Plan – Duplicate as Necessary

