

**APPLICATION TO NEW FAIRFIELD, ZONING BOARD OF APPEALS**

Please check appropriate box(es)  Variance  Appeal of Cease & Desist

**APPEAL#:** \_\_\_\_\_

1) Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email (optional): \_\_\_\_\_

2) Premises located at: \_\_\_\_\_ on the (N S E W) side of the street at approx. \_\_\_\_\_ feet (N S E W) from \_\_\_\_\_ (nearest intersecting road).

3) Interest in Property: OWNER  CONTRACT PURCHASER  LEASEE  AGENT

4) Tax Assessor Map No.: \_\_\_\_\_ Block No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_

5) Zone in which property is located \_\_\_\_\_ Area of Lot \_\_\_\_\_

6) Dimensions of Lot: Frontage: \_\_\_\_\_ Average Depth: \_\_\_\_\_

7) Is the property within 500 feet of Danbury, Sherman or New York State? \_\_\_\_\_

8) Have any previous applications been filed with ZBA on this property? \_\_\_\_\_ If so, give dates and/or variance numbers: \_\_\_\_\_

9) Proposal for which variance is requested \_\_\_\_\_

HARDSHIP: \_\_\_\_\_

10) Date of Zoning Commission Denial: \_\_\_\_\_

11) Variance(s) Requested: (  ) USE (  ) DIMENSIONAL

Zoning Regulations (sections) \_\_\_\_\_

Setbacks Requested: Front to: \_\_\_\_\_ Rear to: \_\_\_\_\_

Side to: \_\_\_\_\_ Side to: \_\_\_\_\_

12) Use to be made of property if variance is granted: \_\_\_\_\_

13) If this Application relates to a Cease and Desist Order then this application must be made within 30 Days of the issue date of that Cease and Desist Order. CEASE & DESIST ORDER DATE: \_\_\_\_\_

SIGNATURE OF OWNER OR AGENT: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR ADDITIONAL INSTRUCTIONS, SEE REVERSE SIDE**

## **INSTRUCTIONS FOR FILING A VARIANCE APPLICATION**

A completed variance application consists of the following:

1. A completed application form.
2. A verification of Non Compliance form from the Zoning Enforcement Officer
3. A plot plan showing the location of all existing and proposed buildings, with sizes drawn to scale. If setbacks are involved, an A-2 survey showing exact setback distances from the property lines to the nearest point of any proposed construction may be required. Check with the Zoning Enforcement Officer.
4. When construction is involved, exterior drawings to scale showing complete elevations.
5. For new building construction, a letter from the Town Sanitarian stating if the Septic System is in the only possible location **AND** if the type of Septic System used is the only type of Septic System possible.
6. The application fee of \$230.00. Checks are made payable to the Town of New Fairfield.

## **OTHER INFORMATION**

1. All applicants are ***strongly encouraged*** to visit the ZBA website at **[www.newfairfield.org](http://www.newfairfield.org)** for additional information processes and procedures. Click on Boards and Commissions, then on Zoning Board of Appeals.
2. Obtaining a variance does not waive the requirement for other permits. You should check with the Health Department, Zoning Enforcement Officer, and Building Inspector to determine what other actions may be required.
3. In some cases, the Zoning Enforcement Officer requires a survey after construction.

Please check with the ZEO's office for additional information.