



Supervisor: (845) 688-7165
 Police: (845) 688-9902
 Town Clerk: (845) 688-5004
 Justice Court: (845) 688-5005
 Assessor: (845) 688-5003
 Assessor Fax: (845) 688-5708
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"The Heart of the Park... Where the Eagle Soars"

www.shandaken.us

P.O. Box 134, 7209 Rte. 28, Shandaken, NY 12480

APPLICATION FOR INTERPRETATION/APPEAL

Applicant Information (if applicant is not the owner of the property, a notarized Agent Authorization form must be submitted)

_____	_____
Name	Name of Owner if other than Applicant
_____	_____
Mailing Address	Mailing Address
_____	_____
City/State/Zip	City/State/Zip
_____	_____
Contact Number	Contact Number
_____	_____
Email Address	Email Address

Property Information

Section _____ Block _____ Lot _____ Zoning District _____ Size _____ acres

Physical address: _____ Flood Zone: [] Yes [] No

Interpretation Requested

Section of Zoning Code upon which the appeal is based _____

Action of Zoning Enforcement Officer upon which the appeal is based _____

A previous appeal HAS _____ HAS NOT _____ been made on this decision.

Nature of the interpretation requested. (Please state grounds on which the appellant asserts that the decision of the Zoning Enforcement Officer is incorrect.)

At least 10 days prior to the Zoning Board of Appeals meeting the following must be submitted to the Zoning Office:

1. Six (6) copies of the application.
2. All applications **MUST** be accompanied by a copy of the decision or order of the administrative official on which the application is based. Six (6) copies of such must be provided.
3. A PDF copy of the application and all supporting documents.
4. Application fee: \$100

Once your complete application is submitted to the Zoning Department, it will be scheduled for a PRELIMINARY HEARING, during which time the applicant will present their case to the Board of Appeals. The Board will review the application and all supporting documents, and if all requirements have been met, the applicant will be scheduled for a PUBLIC HEARING, usually at the next regular monthly meeting of the Board of Appeals. During the intervening period, the Zoning Office will notify the applicants abutting and adjacent property owners of the pending application and public hearing date. The cost of notifying the abutting and adjacent property owners via certified mail will be the responsibility of the applicant regardless of the Boards decision.

STATEMENT

The undersigned as individual owner(s) or as a qualified officer of the corporate owner of the above-described property, hereby apply for approval of the proposed variance in accordance with the provisions of the Zoning Law of the Town of Shandaken and authorize entry upon the property for site inspections by Zoning Officials and their authorized representatives. Fees are due and payable to: Town of Shandaken upon submission of the application.

Signature(s) _____

Date _____

OFFICE USE ONLY

Date Recd: _____ Recd By: _____ Application Fee: _____ [] paid

File Number: _____

Preliminary Hearing: _____ Public Hearing: _____

Application [] approved [] denied

Date: _____