

ZONING BOARD OF APPEALS

INTERPRETATION

CHECKLIST

THE FOLLOWING ITEMS MUST BE PRESENTED TO THE ZONING ADMINISTRATOR ON THE SUBMISSION DATE:

- ___ Application: Must state if the applicant is the owner, if not, consent will be required
- ___ Signatures: Must be original signatures
- ___ Letter of Consent: If required
- ___ EAF: Short Form if required
- ___ Survey: Supply survey of property.
- ___ Application Fee: Application fee may be paid in cash, or if paying by check, it must be a certified check, bank check, or money order written out to the 'Town of Wappinger' if over \$250.00. (Separate checks are required for application fees and escrow)
- ___ Escrow: Escrow may be paid in cash, or if paying by check, it must be a certified check, bank check, or money order written out to the 'Town of Wappinger' (Separate checks are required for application fees and escrow)
- _8_ Plans: Number of Plans to be delivered with application to ZBA Secretary



TOWN OF WAPPINGER

P.O. BOX 324 ~ 20 MIDDLEBUSH ROAD
WAPPINGERS FALLS, NY 12590

Zoning Board of Appeals
Office: 845.297.1373 ~ Fax: 845.297.4558
Zoning Enforcement Officer
Office: 845.297.6257
www.townofwappinger.us

Application for an Interpretation

Appeal # _____ Dated: _____

TO THE ZONING BOARD OF APPEALS, TOWN OF WAPPINGER, NEW YORK:

I (We), _____ residing at _____
_____-_____-_____ (phone), hereby appeal
to the Zoning Board of Appeals from the decision/action of the Zoning Administrator,
dated _____, 200__, and do hereby apply for an interpretation.

Premises located at _____
Tax Grid # _____
Zoning District _____

1. **Record Owner of Property** _____
Address _____
Phone Number ____-____-_____
Owner Consent: Dated: _____ Signature: _____
Printed: _____

2. **Interpretation Request:**

I(We) hereby apply to the Zoning Board of Appeals for an interpretation of the following requirements of the Zoning Code.

(Indicate Article, Section, Subsection and Paragraph)

3. **Reason For Appeal** *(Please substantiate the request by answering the following questions in detail. Use extra sheet, if necessary):*

Reason for Appeal Continued:

4. List of attachments *(Check applicable information)*

Survey Dated _____, Last Revised _____ and
Prepared by _____.

Photos

Drawings Dated _____.

Letter of Communication which resulted in application to the ZBA.
(e.g., recommendation from the Planning Board/Zoning Denial)

Letter from _____ Dated: _____

Letter from _____ Dated: _____

Other *(please list)*: _____

5. Signature and Verification

Please be advised that no application can be deemed complete unless signed below.

The applicant hereby states that all information given is accurate as of the date of application.

SIGNATURE _____ **DATED:** _____
(Appellant)

SIGNATURE _____ **DATED:** _____
(If more than one Appellant)



Town of Wappinger

20 Middlebush Road
Wappingers Falls, NY 12590

Planning Department

Office: 845.297.1373 ~ Fax: 845.297-0579
www.broberti@townofwappinger.us

Owner Consent Form

To be filed when the applicant is not the building or property owner

Project # _____ Date: _____
Grid # _____ Zoning District: _____

Location of project: _____

Name of Applicant: _____
Print name and phone number

Description of project: _____

I _____, owner of the above
land/site/building hereby give permission for the Town of Wappinger to approve or deny the above
application in accordance with local and state codes and ordinances.

Date Owner's Signature

Owner's Telephone No. Print Name and Title ***

Owner's Address

*****If this is a Corporation or LLC please provide documentation of authority to sign.**
If this is a subdivision application, please provide a copy of the deed.

617.20
Appendix B
Short Environmental Assessment Form

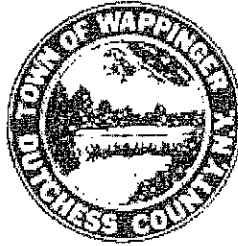
Instructions for Completing

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 <input type="checkbox"/>
			YES <input type="checkbox"/>
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 <input type="checkbox"/>
			YES <input type="checkbox"/>
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			

TOWN OF WAPPINGER



ZONING BOARD OF APPEALS
SECRETARY
Bea Ogunti - Ext. 122

ZONING ADMINISTRATOR
Barbara Roberti - Ext. 128

CODE ENFORCEMENT OFFICER
Susan Dao - Ext. 126
Salvatore Morello III - Ext. 142

FIRE INSPECTOR
Mark Lieberman - Ext. 127

CLERICAL ASSISTANT
Michelle Gale - Ext. 123

SUPERVISOR
Barbara A Gutzler

TOWN BOARD
William H. Beale
William Ciccarelli
Ismay Czarniecki
Michael Kuzmicz

ZONING BOARD OF APPEALS
Howard Prager, Chairman
Al Casella
Robert Johnston
Peter Galotti

ZONING BOARD OF APPEALS

20 MIDDLEBUSH ROAD
WAPPINGERS FALLS, NY 12590
PH: 845-297-6256
Fax: 845-297-0579
E-Mail: srose@townofwappinger.us

ZONING BOARD OF APPEALS

All applications fees are non-refundable.

2017

Variance Fee:

Residential

Area/Use Variance Fee:
\$250.00 Per Application**

Commercial

Area/Use Variance Fee:
\$500.00 Per Application**

Interpretations Fee:

Residential:
\$150.00 Per Application**

Commercial:
\$325.00 Per Application**

All applications are subject to an escrow account and associated fees when deemed by the ZBA

Please note that all applicants will be billed by the local newspaper for their Legal Notice.

ALL MAPS MUST BE FOLDED PRIOR TO SUBMISSION

**Administrative Regulation Of The Town Of Wappinger
Planning Board/Zoning Board**

Requirement for Escrow Funds

Section 1. Escrow Funds Established

By the authority granted by Section 240-110 of the Wappinger Zoning Ordinance and in order to ensure that the cost of any Engineering, SEQR Experts, Planning, Legal or other consultation fees incurred by the Town of Wappinger with respect to matters before the Planning Board/Zoning Board are borne by the applicants, there is hereby established an Escrow Fund. Upon filling an application for either Subdivision or Site Plan approval, the applicant shall deposit with the Town Controller, a certified check, sum of money in accordance with the table below. The Controller shall pay from these funds the fees charged by any professionals employed by the Planning Board with respect to the applicants project. Said fees shall be submitted by voucher and paid as approved by the Zoning Administrator. The applicant shall deposit additional funds into such account to bring its balance up to 100% of the amount of the full escrow deposit by the last day of each month. If such account is not fully replenished by the last day of the month, the approving agency shall suspend its review of the application. In the case of post-approval inspections and reviews involving construction, the Town may issue a stop work order. No subdivision plat or site development plan shall be endorsed or filed until all professional review fees charged in connection with the review of the project have been reimbursed to the Town. No building permit shall be issued unless all professional review fees charged in connection with the review of the applicant's project have been reimbursed to the town and a new escrow account has been established to cover all post-approval review costs, including but not limited to inspection of construction of roads and driveways. No Certificate of Occupancy shall be issued unless all professional fees charged in connection with the post-approval inspection and review of the project has been reimbursed to the Town. No refunds of any funds remaining on deposit in escrow shall be issued until all pertinent professional review charges have been paid and the final certificate of occupancy has been issued to the project, or where applicable, the road has been accepted by the Town and a one year maintenance period has expired.

Section 2. Calculation of Escrow Fund

For Subdivisions, the applicant shall deposit a sum calculated as follows:

A) <u>Number of Lots</u>	<u>Amount</u>
0-2	\$3,750.00
3-10	\$7,500.00
11-35	\$22,500.00
>35	\$52,500.00

For Site Plans & Regular Special Use Permits, the applicant shall deposit a sum calculated as follows:

B) <u>Square footage</u>	<u>Amount</u>
Up to 3,000	\$3,750.00
20,001 to 50,000	\$22,500.00
> 50,000	\$52,500.00

For Minor Applications, the applicant shall deposit and maintain a sum calculated as follows:

C) \$1,500.00

For Variances, the applicant shall deposit a sum determined by the Zoning Board of Appeals.

For **Road Inspections**, the applicant shall deposit and maintain a sum equal to 3% of the construction costs as estimated by the Town Engineer.

240-112.A.(2) **Application/Petition Fee for Rezoning.**

\$1,000.00

For **Post Planning Escrow**, the applicant shall deposit a sum calculated as follows prior to the Resolution and Maps being signed by the Chairman of the Planning Board.

Subdivisions:

<u>A) Number of lots</u>	<u>Amount</u>
0-2	\$3,750.00
3-10	\$7,500.00
11-35	\$16,875.00
> 35	\$26,250.00

Site Plan:

<u>B) Square Footage</u>	<u>Amount</u>
Up to 3,000	\$3,750.00
3,001 to 20,000	\$7,500.00
20,001 to 50,000	\$16,875.00
>50,000	\$26,250.00

Section 3 Revisions:

This Regulation may be revised by the Planning Board of the Town of Wappinger following a public hearing and approval by the Town Board.

Signed: Robert Valdati, Chairman
Town of Wappinger Planning Board

Updated: December 30, 2014

**Zoning Board of Appeals
Town of Wappinger
2017
Meetings & Submission Dates**

<u>Meeting Dates</u>	<u>Submission Dates</u>
Tuesday, January 10, 2017	Tuesday, December 20, 2016
Tuesday, January 24, 2017	Tuesday, January 3, 2017
Tuesday, February 7, 2017	Tuesday, January 24, 2017
Tuesday, February 21, 2017	Tuesday, February 7, 2017
Tuesday, March 7, 2017	Tuesday, February 21, 2017
Tuesday, March 21, 2017	Tuesday, March 7, 2017
Tuesday, April 11, 2017	Tuesday, March 21, 2017
Tuesday, April 25, 2017	Tuesday, April 4, 2017
Tuesday, May 9, 2017	Tuesday, April 17, 2017
Tuesday, May 23, 2017	Tuesday, May 2, 2017
Tuesday, June 13, 2017	Tuesday, May 23, 2017
Tuesday, June 27, 2017	Tuesday, June 6, 2017
Tuesday, July 11, 2017	Tuesday, June 20, 2017
Tuesday, July 25, 2017	Tuesday, July 5, 2017
Tuesday, August 8, 2017	Tuesday, July 18, 2017
Tuesday, August 22, 2017	Tuesday, August 1, 2017
Tuesday, September 12, 2017	Tuesday, August 22, 2017
Tuesday, September 26, 2017	Tuesday, September 5, 2017
Tuesday, October 10, 2017	Tuesday, September 19, 2017
Tuesday, October 24, 2017	Tuesday, October 3, 2017
Tuesday, November 14, 2017	Tuesday, October 24, 2017
Tuesday, November 28, 2017	Tuesday, November 7, 2017
Tuesday, December 12, 2017	Tuesday, November 21, 2017

PLEASE BE AWARE, submissions are due by noon on the submission date.
Zoning Board of Appeals meetings are held on 2nd and 4th Tuesday of each month unless there is a holiday on that Tuesday, and then it will move to the Wednesday of the same week.