Residential Area Variance	Commercial Variance	Use Variance	Special Use Permits
$100	$300	$200	$100

Town of Van Buren
7575 Van Buren Road
Baldwinsville, NY 13027
Ph. 315-635-3604
Fax 315-6358247
Email: codes@townofvanburen.com

APPLICATION TO THE ZONING BOARD OF APPEALS

_____ VARIANCE from the provisions of the Zoning Ordinance* Section _____

_____ SPECIAL USE PERMIT* Section _____

_____ APPEAL from decision of Code Enforcement Officer Decision _____

_____ INTERPRETATION provision of Zoning Ordinance Section _____

_____ TEMPORARY PERMIT or EXTENSION OF PERMIT For _____

*(Complete Agricultural Data Statement)

Applicant Name:_____ Phone# _____

Address, City, State, Zip:_____

Owner (if different):_____ Phone# _____

Address, City, State, Zip: _____

Property Location _____ Tax ID# _____ Zoning _____

Was previous application made for this parcel for any matter? yes/no if yes, give date _____

Description of request (please be detailed):_____

_____

_____

_____

By signing this application, applicant certifies that all documentation and statements made herein are accurate and true to the best of applicant's personal knowledge.

STATE OF NEW YORK }
COUNTY OF ONONDAGA }
TOWN OF VAN BUREN }

_____
Applicant Signature (sign before a Notary Public)

Sworn before me this _____ day of _____, 20____.

_____
Notary Public Signature

Submit application to the Codes Enforcement Officer with documentation to substantiate request, including:

1. Survey of property;
2. Written explanation of request;
3. Petition of neighbors; and
4. Such other information that will provide explanation of request.

(Deadline is 8 business days prior to Board mtg.)

Town of Van Buren
Town Building
7575 Van Buren Rd.
Baldwinsville, NY 13027
Ph. (315) 635-3604
Fax(315) 635-8247

Notification to Surrounding Property Owners of Pending Action

Date:

This petition will serve as official notice to surrounding property owners (listed below), that there is a pending action before the Van Buren Planning Board and/or Zoning Board of Appeals by the following applicant:

_____ of _____

Tax Map Parcel# _____, property located at: _____

The action applied for is as follows:

_____ Variance from Zoning Ordinance _____ Subdivision Request _____ Site Plan Review
(Section _____) ____ Special Use Permit (Section_____)

The proposal is described as follows: _____

_____

_____

As the pending application is on neighboring property to yours, the applicant has been instructed to present this petition to inform you of the action. This petition will be included in the application file.

Name (print)	Address	Signature	Date

Information related to this application is on file at the Codes Enforcement Office of the Town of Van Buren, 7575 Van Buren Rd., Baldwinsville, NY. Please contact David Pringle, Codes Enforcement Officer, between 8:30 a.m. and 4:00 p.m. at 635-3604.

The meeting at which this application will be considered is scheduled for Tuesday,_____, at 7:00 p.m. in the Town Building, 7575 Van Buren Rd., Baldwinsville, NY. Public attendance is welcome.

AGRICULTURAL DATA STATEMENT

(to be completed for Special Use Permit, Site Plan Review, Use Variance and Subdivision Applications)

Applicant: _____ Address _____ Tax Map# _____

A. Number of acres involved with project: _____

B. Is Project within Agricultural District? Yes _____ No _____

Is Project within 500 feet of an Agricultural District? Yes _____ No _____

C. Is any portion of the project site currently being farmed? Yes _____ No _____

If so, how many acres? _____ acres

If A, B, and C are answered "no", skip to bottom of form, sign and date, if answered "yes", continue to D-H.

D. Name and address of person(s) farming the project site and/or any sites within 500 feet:

_____

_____

E. Indicate what the intentions are for use of the remainder of the project site, including description of farm operation:

_____

_____

F. Who will maintain the remainder of the property not being used for this project?

_____

G. Other project information: Include information about the existing land cover of the site, any known impacts on existing storm water drainage (including field tiles), or other significant plant materials: _____

_____

H. Make a copy of the overall (original) parcel from the Town's tax maps on file with the Town Assessor's Office. Identify the subject site by marking with an "X". Include the tax map with this completed agricultural data statement.

Farm Note

Prospective residents should be aware that such farm operations might generate dust, odor, smoke, noise, vibration and other conditions, which routinely result from agricultural activities.

_____

Print Name and Title of Person Completing Form

_____

Signature Date

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:	

	NO	YES
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.	☐	☐
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:	☐	☐

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.
☐Urban ☐Rural (non-agriculture) ☐ Industrial ☐Commercial ☐Residential (suburban)
☐Forest ☐Agriculture ☐Aquatic ☐Other (specify): _____
☐Parkland

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO ☐	YES ☐	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO ☐	YES ☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO ☐	YES ☐	
b. Are public transportation service(s) available at or near the site of the proposed action?	☐	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	☐	☐	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO ☐	YES ☐	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO ☐	YES ☐	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO ☐	YES ☐	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO ☐	YES ☐	
b. Is the proposed action located in an archeological sensitive area?	☐	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO ☐	YES ☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	☐	☐	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐Shoreline ☐Forest ☐Agricultural/grasslands ☐Early mid-successional ☐ Wetland ☐Urban ☐Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO ☐	YES ☐	
16. Is the project site located in the 100 year flood plain?	NO ☐	YES ☐	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? ☐NO ☐YES	NO ☐	YES ☐	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: ☐NO ☐YES _____			

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	☐	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	☐	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	☐	☐

I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: _____ Date: _____

Signature: _____

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No,or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☐	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☐	☐
3. Will the proposed action impair the character or quality of the existing community?	☐	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☐	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☐	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☐	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☐	☐
b. public / private wastewater treatment utilities?	☐	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☐	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☐	☐

	No,or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☐	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☐	☐

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT