

ZONING BOARD OF APPEALS
2016 MEETINGS - 7:00 PM

JANUARY:

Application Due 12/31/15
Meeting Date 01/25/16
Site Inspection 01/23/16
Ad in Paper 01/14/16

MARCH:

Application Due 03/04/16
Meeting Date 03/28/16
Site Inspection 03/19/16 (so not holiday w/e)
Ad in Paper 03/17/16

MAY:

Application Due 04/29/16
Meeting Date 05/23/16
Site Inspection 05/21/16
Ad in Paper 05/12/16

JULY:

Application Due 07/01/16
Meeting Date 07/25/16
Site Inspection 07/23/16
Ad in Paper 07/14/16

SEPTEMBER:

Application Due 09/02/16
Meeting Date 09/26/16
Site Inspection 09/24/16
Ad in Paper 09/15/16

NOVEMBER:

Application Due 11/04/16
Meeting Date 11/28/16
Site Inspection 11/19/16 (so not holiday w/e)
Ad in Paper 11/17/16

FEBRUARY:

Application Due 01/29/16
Meeting Date 02/22/16
Site Inspection 02/20/16
Ad in Paper 02/11/16

APRIL:

Application Due 04/01/16
Meeting Date 04/25/16
Site Inspection 04/23/16
Ad in Paper 04/14/16

JUNE:

Application Due 06/03/16
Meeting Date 06/27/16
Site Inspection 06/25/16
Ad in Paper 06/16/16

AUGUST:

Application Due 07/29/16
Meeting Date 08/22/16
Site Inspection 08/20/16
Ad in Paper 08/11/16

OCTOBER:

Application Due 09/30/16
Meeting Date 10/24/16
Site Inspection 10/22/16
Ad in Paper 10/13/16

DECEMBER:

Application Due 12/02/16
Meeting Date 12/27/16 (Tuesday)
Site Inspection 12/17/16 (so not holiday w/e)
Ad in Paper 12/15/16

**APPLICATION MUST BE RECEIVED BY ZONING DEPARTMENT BY NOON (12:00PM)
ON DUE DATE.***THE AGENDA IS LIMITED, AND BASED ON "FIRST COME FIRST
SERVED" WITH COMPLETE APPLICATION PACKET*****

**Fees: Area Variance \$300.00; Use Variance \$400.00; Administration Appeal \$300.00
Zoning Interpretation By ZBA Variance \$300.00**

ZBA Meetings are generally the fourth Monday of the Month, except when a holiday conflicts or there other conflicts within the Town Scheduling. The Complete Application Packet with Fees are due as per above schedule so Legal Notice for Public Hearing can be published.

Pawling's Official Paper is the "*Poughkeepsie Journal*"

All dates & fees subject to change, please check with department.

All Paperwork must be received by application deadline to be on the ZBA Agenda. This includes, but is not limited to the following:

1. Completed and Signed Application by Property Owner or Letter of Authorization for Agent/Agency.
2. Type of Variance Form completed.
3. Short SEQR Completed and Signed by Property Owner/Agent where required. (not required for an Area Variance)
4. **Eight (8) Copies of Signed & Stamped survey map to scale** showing the Precise Setbacks (both current & with proposed variance request), Road Frontage, and/or Acreage of Area, so an Accurate Variance May be Granted.
5. Applicant must mail out Notice of Variance request to neighbors within 300' of Property. (list of Names & Addresses will be supplied to you from the Zoning Department once you have submitted a complete application packet.)
 - Must be mailed out seven (7) days before hearing date.
 - Must contain name of applicant, location of the parcel of land, brief description or identification of the proposal.
 - Must specify date, time, and place of the public hearing
 - Sent out via United States Postal Service Certified or Registered Mail

Prior to or at the time of the public hearing, the applicant shall provide to the Zoning Department or ZBA a copy of the required notice, a list of all the owners to whom such notice was mailed and either an affidavit that the mailing was completed as required herein or copies of all mailing receipts.