

**Town of Johnsbury Zoning Board
219 Main Street
North Creek, NY 12853
518-251-2421 ext 22**

Variance Review Checklist

Variance # _____

1. _____ Application Fee paid
2. _____ Complete 911 Address and Mailing Address
3. _____ Tax Map # _____
4. _____ Copy of deed
5. _____ Names of adjoining property owners
7. _____ Name(s) of Surveyor and/or engineer (including license # and seal)

11. _____ Notice to APA
12. _____ Location of all existing structures, easements, wooded areas and permanent and intermittent watercourses.
16. _____ Drainage plan, indicating profiles of lines or ditches and drainage easements on adjoining properties.
17. _____ Existing restrictions on the use of land including easements, covenants and Zoning.
18. _____ Preliminary designs for any bridges or culverts.
19. _____ Grading and landscaping plans.
20. _____ A copy of all covenants or deed restrictions

Owner, - If another person will be attending meetings in your place, please obtain an Act as Agent Form:

Name:

Address:

Phone:

Licensed Land Surveyor or Engineer:

Name:

Address:

Phone:

Has any part of the project commenced? YES or NO

If so please describe:

Tax Map #: Section: _____ Block: _____

Lot: _____ 911 Address:

Easements or other Restrictions on Property (describe):

Abutting Owners and Owners directly across Adjoining Street (Include those in other towns)

The undersigned hereby requests Approval by the Zoning Board for the above-identified Variance. I certify that to the best of my knowledge the information herein provided is correct.

Notice: In a written statement, any person who knowingly makes a false statement, which such person does not believe to be true, has committed a crime under the Laws of the State of New York punishable as a class "A" misdemeanor (PL See 210.45)

NOTE: This application and fee must be submitted to this Board for Preliminary Review **a MINIMUM of two weeks prior** to their meeting. The Zoning Board meets every first Monday of the month (unless posted otherwise) at the Tannery Pond Community Center, first floor conference room, 219 Main Street, North Creek.

Variance Fee is \$50.00

All fees due and payable prior to Zoning meeting

Signature: _____

Title: _____

Date: _____