

VILLAGE OF EAST HILLS
INCORPORATED JUNE 24, 1931

209 HARBOR HILL ROAD
EAST HILLS, N.Y. 11576



Fees 271- Ant XIV
6 271-14 80 92 124 129 142
171 178 183-145 186 163
189 192 197 258
TELEPHONE: 621-5600
FAX: 625-8736

271-131
271-130-132
271-133

AB Appel
271-188 186
197

ZONING BOARD OF APPEALS

APPLICATION FILING REQUIREMENTS

APPLICATION FEE: \$500.00

~~TEN (10)~~
NINE (9) complete sets of all the following:

- ☒ Copy of Denial Letter from Village of East Hills Building Department
- ☐ Completed application form
- ☐ Authorization form signed by the applicant
- ☐ Survey of subject property
- ☐ Radius Map for all properties within 200' of the subject property
- ☐ List of property owners and addresses for all parcels identified on radius map
- ☐ Site Plan, Floor Plans, Elevations and Architectural Drawings

REQUIREMENTS FOR NOTIFICATION TO NEIGHBORING PARCELS

The applicant shall notify all adjoining property owners within a 200' radius, as indicated on the Nassau County Land and Tax Map the date and time and subject matter of the hearing.

Notices shall be sent not more than twenty (20) nor less than ten (10) days prior to the date of the public hearing. Said notices shall be sent by certified mail, with return receipt requested, from a Post Office located within Nassau County.

The applicant shall file with the office of the Board proof that said notice has been sent to the adjoining properties within a 200' radius no later than five (5) days prior to the public hearing. Said proof shall consist of: an Affidavit of Mailing, a sample copy of the notice sent, and all post office receipts. All certified mail return receipt green cards must also be submitted.

APPLICATION TO THE BOARD OF APPEALS

INCORPORATED VILLAGE OF EAST HILLS
209 HARBOR HILL ROAD
EAST HILLS, NEW YORK, 11576

Fees: Special Exception / Variance- \$ 500.00

+

Legal & Stenographic costs to be determined *after*
meeting & billed (*actual cost divided by number of*
applicants)

In the Matter of the Application of

To the Board of Appeals of the Village of East Hills, New York, for a (permit, variance,
special exception) under:

Chapter _____, Article _____

Section _____ of the Building Zone Ordinance of said Village.

_____, the undersigned, the (agent for the owner or
owner) of the property herein described, hereinafter called applicant, hereby applies to
the Board of Appeals of the Village of East Hills, New York for permission to:

and hereby states and alleges: *every question must be fully*

answered

1. The following is a description of said property: *otherwise indicated*

No. _____, East Hills, New York; being designated as Section _____, Block
_____, Lot _____, on the Land and Tax Map of the County of Nassau and
shown on the diagram annexed hereto and made a part hereof, and which property is in
district _____

2. The reason for the (permit, variance, special exception) sought are as follows:

AFFIDAVIT OF INDIVIDUAL APPLICANT

STATE OF NEW YORK)

: SS:

COUNTY OF NASSAU)

_____ BEING duly sworn, deposes and says that
he / she resides at _____, and is the (agent for the owner or
owner) in fee of the property hereinbefore described; that the statements contained in
the foregoing application and in any papers submitted herewith are in all respects true.

SWORN TO BEFORE ME THIS

Day of 200_____

Notary Public

Applicant

Street address

City or Village / Zip Code

NOTE: Full disclosure form, duly completed, accompanies this application

Circle one: Yes No

Every question must be fully
answered
except where otherwise indicated

If application is for a variance with respect to areas, fences, special exceptions or swimming
pools, relating to a single lot upon which a single family residence is presently erected and
occupied then answer only item #8 (omitting date and place of recording.)

STATE OF NEW YORK)
COUNTY OF)

ss:

_____ being duly sworn deposes and says:

3.) The owners of record of the subject property are as follows: (state name and address of each record owner, the date when each such record owner acquired his or her interest in the subject property and the date and place of recording of the deed showing such ownership.):

4.) The names and address of each person having any mortgage or other interest in the subject property, including any person having any unrecorded ownership interest in the subject property is as follows: (state fully the nature and extent of the interest of every such person.)

5.) The names and addresses of each owner of all or part of the subject property for the next proceeding five years are as follows.

6.) The following record owners are related by marriage or otherwise (state relationship) to the following person(s) enumerated in item #4 & item #5.

7.) (To be answered if the applicant is not one of the persons listed in item #3.) My interest in application referred to in item #1, and my relationship to the owners of the subject property is as follows:

(If the applicant is a contract vendee a duplicate original or photocopy of the full and complete contract of purchase, including all riders, modifications and amendments must be submitted herewith.)

8.) No persons listed in items #3, #4, #5 & #7 has been known by any other name during the next preceding five years except as follows:

9.) If the records owners, applicant, contract vendee, or any person owning or having any mortgage or other interest in the subject property, or any part thereof, is a corporation, complete the following:

A.) State the name and principal office of each such corporation.

B.) The date and place of incorporation of each such corporation is as follows:

C.) The name and address of each incorporator of each corporation is as follows:

D.) The name and address of each officer of each corporation and the date of his / her election or appointment as follows:

E.) The name and address of each director of each corporation and the date of his / her election or appointment as follows:

F.) The names and addresses of each stockholder of each corporation, date of acquisition and number of shares owned are as follows:

G.) Are any shares of the stock of the corporation or of any stockholder mortgaged, pledged, encumbered or subject to any financing or security agreement? _____, If the answer is in the affirmative state the name and address of each person having, owning or claiming such interest: _____

Note: When any corporation listed in item #10 (a) is a corporation whose shares of stock are traded on a regularly organized exchange, or an insurance company duly licensed or chartered under the laws of the State of New York, or a bank or a savings and loan association chartered by the Federal Government or the state of New York, then items #10B, #10C, # 10D, #10E, #10F and #10G are not required to be answered.

11.) Is any record owner or officer, director, stockholder agent or employee of any person named in items #1, #10A, or #10C _____
If in the affirmative set forth the relationship fully

I understand fully that the word "person" as used in this affidavit means and includes a natural person, partnership (limited or general) joint venture, trust, trustee, executor, administrator, contract vendee, corporation or any other legal entity.

I affirm, under penalty of perjury, that all of the statements made by me herein are to my own personal knowledge, true and complete and are made for the purpose of inducing the _____ Board of the Village of East Hills to consider the applications made to such board with respect to the subject property and that if any statement made herein is untrue then such board or the Village of East Hills may cancel, revoke or annul any determination it may have made with respect to this application or the subject property notwithstanding the fact that work may have been commenced or completed under any relief, permission or consent granted and that in addition I may be subject to any and all other penalties and punishments as the law may provide for.

SWORN TO BEFORE ME THIS

_____ Day of _____ 20____

If the applicant is a corporation this affidavit must be sworn to by the president or vice president and the secretary or an assistant secretary.

AUTHORIZATION

_____, the undersigned, the Applicant or Applicants for a variance and/or special exception to be issued by the Zoning Board of Appeals ("ZBA") for the Incorporated Village of East Hills, hereby grants permissions for ZBA members, individually and collectively, to enter and inspect the property known as _____, East Hills, New York, being designated as Section _____, Block _____, Lot _____, on the Land and Tax Map of the County of Nassau. This permission and authorization will remain in effect until a decision is issued by the ZBA or a written notice of revocation is received by the Chairman of the ZBA.

Dated: _____, 200__

Applicant Name

Applicant Name

Address