

# Zoning Board of Appeals Application

**\*\*\*\*\*YOU MUST PAY FOR THE FOLLOWING:\*\*\*\*\***

Application Fee:  
Single Family or Two Family Dwelling \$100.00  
All other Occupancies \$200.00

The City of Corning requires neighbors to be notified by certified mail when a nearby property is to be considered for a Zoning Board of Appeals variance. Specifically, owners of properties within 200 feet of a property for which a variance is sought must be notified of such application, as well as the meeting date, location and time for the public hearing.

**Mailing costs associated with this notification are to be reimbursed to the City of Corning by the applicant.**  
Charges for mailing certified letters are approximately \$3.00 per letter. This cost MUST be reimbursed to the City prior to the application being heard by the Zoning Board of Appeals.

**SEQR Fee:**

The Zoning Board of Appeals may require SEQR review after their initial review of your application. In the event that SEQR review is required by the Zoning Board of Appeals, the following fees are required to be paid prior to the next meeting on your application.

SEQR Short form \$75 Plus cost of legal notice  
SEQR Long form \$125 Plus cost of legal notice  
Environmental Impact Statement \$200 Plus cost of legal notice

---

**\*\*\*\*\*Please read ALL of the instructions carefully before proceeding\*\*\*\*\***

## ***APPLICATION INSTRUCTIONS***

1. The application must be completely filled in by typewriter or in ink and submitted with the required information to the Code Enforcement Office. Only Submit the application page for the Type of variance you are requesting; Area, Use or Sign variance.
2. The work covered by this application may not be commenced before the Area, Use or Sign variance is granted.
3. Any deviation from the approved plans must be authorized by the approval of revised plans subject to the same procedure established for the examination of the original plans. An additional fee may be charged due to the deviation.
4. Submit **Eight (8)** copies of the General application form and the required documentation of plans and specifications in sufficient detail. Insufficient detail may cause your application to be delayed or denied. Plan required for submission vary depending on the project. In most cases a survey map TO SCALE is required to be submitted with additional drawings of the project. Additional drawings should include all dimensions of the project. Typical information to include; Survey map of property, Detailed drawing to scale, showing the property and all of its holdings, including but not limited to; Lot size, All buildings and structures, Dimensions of buildings and structures, Distances to property lines, Distances to abutting buildings, Easements and abutting property, Abutting streets or alleys, Detailed construction drawings to scale, Affidavit from the owner of the property stating the applicant is authorized to make such application
5. **Submissions MUST be received before 4:00pm on or before the deadline date.**
6. It is recommended that you meet with the Code Enforcement Officer to review application materials prior to submission. For an appointment, please call the Office at 607-962-0340.

**EIGHT (8) COPIES OF ALL INFORMATION MUST BE PROVIDED**

# Application to the Zoning Board of Appeals - AREA VARIANCE

Form Feb-2011

Information Needed	Description		
Address of Work Site:			
Tax Map Number:			
Zone District: (check one)	<input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> RM <input type="checkbox"/> MR <input type="checkbox"/> RT <input type="checkbox"/> C <input type="checkbox"/> CL <input type="checkbox"/> I <input type="checkbox"/> BD <input type="checkbox"/> PC <input type="checkbox"/> PMRD		
Owners Name:	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;"><i>Print</i></td> <td style="width: 40%; border: none;"><i>Signature</i></td> </tr> </table>	<i>Print</i>	<i>Signature</i>
<i>Print</i>	<i>Signature</i>		
Owners Address:			
Owners Phone Number:			
Description of proposed request/relief:			

I hereby apply under the Code of the City of Corning, New York for an Area Variance as set forth above, and I certify that the information contained in this application are true and accurate to the best of my knowledge and belief. The above signed owner(s) grant the Board and its agents permission to enter the property to review this application; I understand all documents will be entered into the public record.

Applicant's Name: \_\_\_\_\_ (Owner) (Lessee) (Agent)  
 Address (if not owner) \_\_\_\_\_ Phone Number \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

#	Variances petitioner is seeking relief from;	<i>Office Use Only</i>
1	Article _____, §240-_____, <input type="checkbox"/> And the Density Control Schedule Which states: _____ A variance of _____ is desired by the petitioner.	
2	Article _____, §240-_____, <input type="checkbox"/> And the Density Control Schedule Which states: _____ A variance of _____ is desired by the petitioner.	
3	Article _____, §240-_____, <input type="checkbox"/> And the Density Control Schedule Which states: _____ A variance of _____ is desired by the petitioner.	
4	Article _____, §240-_____, <input type="checkbox"/> And the Density Control Schedule Which states: _____ A variance of _____ is desired by the petitioner.	

<b>County Review Required</b> <input type="checkbox"/> Setback from County or State Road or land. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Structure exceeds 50' in height. <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>SEQR Action</b> <input type="checkbox"/> Type I action - Full EAF required <input type="checkbox"/> Type II action - No further action required <input type="checkbox"/> Unlisted action - Short EAF required
---	---

**In weighing the benefit sought by the applicant vs. the detriment of the community, the Board is required to consider the following:**

- 1 a. Will an undesirable change be produced in the character of the neighborhood?
- 1 b. Will a detriment to nearby properties be created by granting this variance?
2. Can the benefit the applicant is seeking be achieved by some method, feasible other than a variance?
3. Is the requested variance substantial?
4. Will the proposed variance have an adverse effect or impact on the neighborhood or district?
5. Was the hardship or difficulty self created?

Strict compliance with the Code of the City of Corning would be  Necessary     Unnecessary to ensure the achievement of the code's intended objective and which, the benefit of the applicant  Does     Does Not outweigh the detriment to the community, therefore your application has been:

**GRANTED**                       **DENIED** - See Explanation

Furthermore, it shall be noted that the decision is limited to the specific application before it, as contained within the petition, and shall not be interpreted to give implied approval of any general plans or specifications presented in support of this application.

Explanation:

\_\_\_\_\_ Chairman

# Application to the Zoning Board of Appeals - **USE VARIANCE**

Form Feb-2011

Information Needed	Description		
Address of Work Site:			
Tax Map Number:			
Existing Use / Proposed Use:			
Zone District: (check one)	<input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> RM <input type="checkbox"/> MR <input type="checkbox"/> RT <input type="checkbox"/> C <input type="checkbox"/> CL <input type="checkbox"/> I <input type="checkbox"/> BD <input type="checkbox"/> PC <input type="checkbox"/> PMRD		
Owners Name:	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;"><i>Print</i></td> <td style="width: 40%; border: none;"><i>Signature</i></td> </tr> </table>	<i>Print</i>	<i>Signature</i>
<i>Print</i>	<i>Signature</i>		
Owners Address:			
Owners Phone Number:			
Description of proposed request:			

I hereby apply under the Code of the City of Corning, New York for a Use Variance as set forth above, and I certify that the information contained in this application are true and accurate to the best of my knowledge and belief. The above signed owner(s) grant the Board and its agents permission to enter the property to review this application; I understand all documents will be entered into the public record.

Applicant's Name: \_\_\_\_\_ (Owner) (Lessee) (Agent)  
 Address (if not owner) \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

<i>Office Use Only</i>													
<b>County Review Required</b> Property has direct access to County or State Road/land. <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>SEQR Action</b> <input type="checkbox"/> Type I action - Full EAF required <input type="checkbox"/> Type II action - No further action required <input type="checkbox"/> Unlisted action - Short EAF required												
<p><b>For every permitted use under the zoning regulations for the particular zone where the property is located;</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;"><b>DENY</b></td> </tr> <tr> <td>1. Can the property yield a reasonable return for any allowed use in that zone? (demonstrated by financial evidence)?</td> <td style="text-align: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</td> </tr> <tr> <td>2. Is the alleged hardship unique, or the circumstances highly uncommon?</td> <td style="text-align: right;"><input type="checkbox"/> No   <input type="checkbox"/> Yes</td> </tr> <tr> <td>2. Does the alleged hardship apply to a substantial portion of the district or neighborhood?</td> <td style="text-align: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</td> </tr> <tr> <td>3. Will the requested variance alter the essential character of the neighborhood, if granted?</td> <td style="text-align: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</td> </tr> <tr> <td>4. Was the hardship self created?</td> <td style="text-align: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</td> </tr> </table>			<b>DENY</b>	1. Can the property yield a reasonable return for any allowed use in that zone? (demonstrated by financial evidence)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	2. Is the alleged hardship unique, or the circumstances highly uncommon?	<input type="checkbox"/> No <input type="checkbox"/> Yes	2. Does the alleged hardship apply to a substantial portion of the district or neighborhood?	<input type="checkbox"/> Yes <input type="checkbox"/> No	3. Will the requested variance alter the essential character of the neighborhood, if granted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	4. Was the hardship self created?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<b>DENY</b>												
1. Can the property yield a reasonable return for any allowed use in that zone? (demonstrated by financial evidence)?	<input type="checkbox"/> Yes <input type="checkbox"/> No												
2. Is the alleged hardship unique, or the circumstances highly uncommon?	<input type="checkbox"/> No <input type="checkbox"/> Yes												
2. Does the alleged hardship apply to a substantial portion of the district or neighborhood?	<input type="checkbox"/> Yes <input type="checkbox"/> No												
3. Will the requested variance alter the essential character of the neighborhood, if granted?	<input type="checkbox"/> Yes <input type="checkbox"/> No												
4. Was the hardship self created?	<input type="checkbox"/> Yes <input type="checkbox"/> No												
Strict compliance with the Code of the City of Corning would be <input type="checkbox"/> Necessary <input type="checkbox"/> Unnecessary to ensure the achievement of the code's intended objective and which, the benefit of the applicant <input type="checkbox"/> Does <input type="checkbox"/> Does Not outweigh the detriment to the community, therefore your application has been; <div style="text-align: center;"> <input type="checkbox"/> <b>GRANTED</b>                      <input type="checkbox"/> <b>DENIED</b> - See Explanation                     </div> Furthermore, it shall be noted that the decision is limited to the specific application before it, as contained within the petition, and shall not be interpreted to give implied approval of any general plans or specifications presented in support of this application. <u>Explanation:</u> <div style="height: 150px; border: 1px solid black; margin-top: 10px;"></div>													
_____ Chairman													

## Application to the Zoning Board of Appeals - **SIGN VARIANCE** Form Feb-2011

Information Needed	Description		
Address of Work Site:			
Business:			
Tax Map Number:			
Zone District: (check one)	<input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> RM <input type="checkbox"/> MR <input type="checkbox"/> RT <input type="checkbox"/> C <input type="checkbox"/> CL <input type="checkbox"/> I <input type="checkbox"/> BD <input type="checkbox"/> Market Street		
Owners Name:	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;"><i>Print</i></td> <td style="width: 40%; border: none;"><i>Signature</i></td> </tr> </table>	<i>Print</i>	<i>Signature</i>
<i>Print</i>	<i>Signature</i>		
Owners Address:			
Owners Phone Number:			
Description of proposed request:			

I hereby apply under the Code of the City of Corning, New York for a Sign Variance as set forth above, and I certify that the information contained in this application are true and accurate to the best of my knowledge and belief. The above signed owner(s) grant the Board and its agents permission to enter the property to review this application; I understand all documents will be entered into the public record.

Applicant's Name: \_\_\_\_\_ (Owner) (Lessee) (Agent)  
 Address (if not owner) \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

#	Variances petitioner is seeking relief from;	<u>Office Use Only</u>
1	§180-_____, Which states: _____ A variance of _____ is desired by the petitioner.	
2	§180-_____, Which states: _____ A variance of _____ is desired by the petitioner.	
3	§180-_____, Which states: _____ A variance of _____ is desired by the petitioner.	
4	§180-_____, Which states: _____ A variance of _____ is desired by the petitioner.	

Strict compliance with the Code of the City of Corning would be  Necessary  Unnecessary to ensure the achievement of the code's intended objective and therefore your application has been;

**GRANTED**                       **DENIED** - See Explanation

Furthermore, it shall be noted that the decision is limited to the specific application before it, as contained within the petition, and shall not be interpreted to give implied approval of any general plans or specifications presented in support of this application.

Explanation:

\_\_\_\_\_  
Chairman