

VILLAGE OF NEW HEMPSTEAD  
 ZONING BOARD OF APPEALS  
 108 OLD SCHOOLHOUSE RD  
 NEW CITY, NY 10956

Received: \_\_\_\_\_ 20\_\_\_\_\_  
 Notified: \_\_\_\_\_ 20\_\_\_\_\_  
 Hearing: \_\_\_\_\_ 20\_\_\_\_\_

APPLICATION TO THE ZONING BOARD OF APPEALS  
 OF THE VILLAGE OF NEW HEMPSTEAD  
 (To be filed in duplicate)

Instructions:

Furnish the following to the Board with this application:

1. Filing Fee (Payable to the Village of New Hempstead)  
 \$200.00 for actions involving an existing residence.  
 \$50.00 for each lot within a proposed subdivision (minimum fee \$200.00).  
 \$500.00 for all other actions  
 Plus all professional fees incurred. Deposit \$2,000.00
2. Sixteen (16) plot plans drawn to scale showing the property in question. (Plus Applications)
3. Any detail that will help the Board judge your case- statements of neighboring property owners, building plans, map of area, etc. Note: Any item which is to be placed in evidence must be in duplicate.
4. Copy of decision or order of administrative official on which appeal is based.
5. A full list of names and addresses as provided in the "Notice to Property Owner's Affidavit" of all owners of property within 500 feet of the perimeter of the property.
6. Copy of notice to building inspector that appeal has been taken.
7. Affidavit pursuant to Section 809 of the General Municipal Law.
8. Environmental Assessment Form (EAF)- <https://dec.ny.gov/regulatory/permits-licenses/seqr>

In Addition:

9. Not less than (10) ten days before the Public Hearing the applicant shall send notice by certified mail to all the property owners listed on the "Notice of Property Owner's Affidavit". The applicant shall also submit an "Affidavit of Notification" regarding the mailing.
10. You will be provided with posters giving notice of the hearing, which shall be posted in a conspicuous place, visible from every street along the frontage of the plot affected by said application.
11. Narrative Summary.

Appellant: \_\_\_\_\_ Address: \_\_\_\_\_

Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Lessee: \_\_\_\_\_ Address: \_\_\_\_\_

APPELLANT'S PHONE NUMBER: \_\_\_\_\_

To the Zoning Board of Appeals:

Appeal is hereby taken and application is made for: for

- ( ) Variance the requirement of Section \_\_\_\_\_
- ( ) Review of an administrative decision by the building inspector
- ( ) An order to issue a Certificate of Occupancy;
- ( ) An order to issue a Building Permit;
- ( ) An interpretation of the Zoning Ordinance or Map;
- ( ) Certification of an existing non-conforming structure or use;
- ( ) Other (explain) \_\_\_\_\_

To permit the construction, maintenance and use of \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Zone: \_\_\_\_\_

Premises affected are situated on the \_\_\_\_\_ side of \_\_\_\_\_ and \_\_\_\_\_

Feet \_\_\_\_\_ from the intersection of \_\_\_\_\_ and from the  
(Direction)

Town of Ramapo Tax Map. The property is known as Section \_\_\_\_\_ Lot \_\_\_\_\_. The  
Street Address is:

\_\_\_\_\_

Has the property been before the Board of Appeals before? Is so, give the name of applicant, case # and date: \_\_\_\_\_

Is the Property within 500 feet of a State or County Park, State or County Road, Parkway, Village, Town, Or County Boundary, or County owned land? If so, specify which of the above:

AFFIDAVIT PURSUANT TO SECTION 809 OF THE GENERAL MUNICIPAL LAW  
VILLAGE OF NEW HEMPSTEAD  
108 OLD SCHOOLHOUSE ROAD  
NEW CITY, NY 10956  
(845)354-8100

STATE OF NEW YORK )  
COUNTY OF ROCKLAND ) SS:  
VILLAGE OF NEW HEMPSTEAD )

I, \_\_\_\_\_  
being duly sworn, hereby depose and say that all the following statements and the statements contained in the papers submitted herewith are true and that the nature and extent of any interests set forth are disclosed to the extent that they are known to the applicant.

- 1. Print or type full name and Post Office Address

\_\_\_\_\_  
\_\_\_\_\_

certifies that he is the owner or agent of all that certain lot piece or parcel of land and/or building described in this application and if not the owner that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application for the relief below set forth:

- 2. To the \_\_\_\_\_ of the  
(Board, Commission or Agency)

VILLAGE OF NEW HEMPSTEAD

Application, Petition or request is hereby submitted for

- ( ) Variance or modification from the requirement of Section \_\_\_\_\_
- ( ) Special Permit per the requirements of Section \_\_\_\_\_
- ( ) Review and Approval of proposed subdivision plat;
- ( ) Exemption from a plat or official map:
- ( ) An order to issue a Certificate, Permit, or License;
- ( ) An amendment to the Zoning Ordinances or Map or change thereof;
- ( ) Other (explain) \_\_\_\_\_  
To permit the construction, maintenance and use of \_\_\_\_\_  
\_\_\_\_\_

- 3. Premises affected on in a \_\_\_\_\_ (zone) and from the Ramapo Tax Map the property is known as

Section \_\_\_\_\_ Lot \_\_\_\_\_

4. There is no state officer, Rockland County Officer or employee of NEW HEMPSTEAD officer or employee nor his or her spouse, brother, sister, parent, child, or grandchild, or a spouse of any of these relatives who is the applicant or who has an interest in the person, partnership or association making this application, petition to request, or is an officer, director, partner or employee of the applicant, or that such officer or employee, if this applicant is a corporation, legally or beneficially owns or controls any stock of the applicant in excess of 5% of the total of the corporation if its stocks is listed on the New York or American Stock Exchanges; or is a member or partner of the applicant, if the applicant is an association or a partnership; nor that such Town officer or employee not any member of his family in any of the foregoing classes is a party to an agreement with the applicant, express or implied, whereby such officer or employee may receive any payment or other benefit, whether or not for services rendered, which is dependent or contingent upon the favorable approval of this application, petition, or request.
  
5. That to the extent that the same is known to you applicant, and to the owner of the subject premises there is disclosed herewith the interest of the following officer or employee of the State of New York or the County of Rockland or VILLAGE OF NEW HEMPSTEAD in the petition, request or application or in the property or subject matter to which it relates;  
(if none, so state)
  - a. Name and Address of officer or employee \_\_\_\_\_  
\_\_\_\_\_
  - b. Nature of Interest \_\_\_\_\_
  - c. If Stockholders, number of shares \_\_\_\_\_
  - d. If officer or partner, nature of office and name or partnership \_\_\_\_\_  
\_\_\_\_\_
  - e. If a spouse or brother, sister, parents, child, grandchild, or the spouse of any of these blood relatives of such State, County or NEW HEMPSTEAD officer or employee, state name and address of such relative and nature of relationship to officer and employee and nature and extent of office, interest or participation in the ownership or any person, partnership or association having an interest in such ownership or in any business entity sharing in such ownership.
  - f. IN THE EVENT OF CORPORATE OWNERSHIP A list of all directors, officers and stockholders of each corporation owning more than five (5%) percent of any class of stock, must be attached, is any of these are officers or employees of the State of New York, or the County of Rockland, or the VILLAGE OF NEW HEMPSTEAD.

I, \_\_\_\_\_  
do hereby depose and say that all the above statements and statements contained in the papers submitted herewith are true, knowing that a person who knowingly and intentionally violates this section is guilty of a misdemeanor.

\_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Sworn to before me this  
\_\_\_\_\_ Day of \_\_\_\_\_, 20

\_\_\_\_\_  
Notary Public

NOTICE TO BUILDING INSPECTOR OF APPEAL TO BOARD OF APPEALS

Petition of:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Section No. \_\_\_\_\_ Lot No. \_\_\_\_\_  
Case No. \_\_\_\_\_

BUILDING INSPECTOR  
VILLAGE OF NEW HEMPSTEAD  
COUNTY OF ROCKLAND, NY

Dear Sir:

Attention of: \_\_\_\_\_

(Building Inspector)

This is to give notice that \_\_\_\_\_ has have appealed to the Zoning Board of Appeals of the Village of New Hempstead, County of Rockland, N.Y. from your decision order dated \_\_\_\_\_, 20\_\_\_\_, disapproving an application for alteration, erection maintenance or use of a \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The grounds on which appeal is based are as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yours truly,

Dated: \_\_\_\_\_

Note: to be made out in duplicate, original to be served on Building Inspector, duplicate filed with the appeal.

VILLAGE OF NEW HEMPSTEAD  
108 OLD SCHOOLHOUSE RD.  
NEW CITY, NY 10956  
(845)354-8100

TO: ADMINISTRATIVE ASSISTANT TO BOARDS AND COMMISIONS

RE: Application of \_\_\_\_\_  
Section \_\_\_\_\_ Lot \_\_\_\_\_

TO THE:

Architectural Review Board

Village Board

Community Development committee

Zoning Board of Appeals

.....  
(Other)

I wish that all correspondence, meeting notices, decisions, etc. from your office relative to the above application be sent to: (only one person to be listed).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's Signature

Date.....

Note to applicant: it will be the responsibility of the one person designated on this form to notify all other interested parties (for example, attorney, architect, engineer, surveyor, applicant etc.)

AFFIDAVIT OF OWNERSHIP

State of New York )

ss:

County of Rockland )

I, \_\_\_\_\_, being duly sworn, depose and say that I reside at \_\_\_\_\_  
\_\_\_\_\_, in the Town of Ramapo, in the County of Rockland, in the State of New York  
am the owner in fee of all that certain lot, piece or parcel of land situated, lying and being in the Town  
of Ramapo, Village of New Hempstead, aforesaid and designated as Lot No. \_\_\_\_\_ in Section \_\_\_\_\_.  
Title was by deed dated \_\_\_\_\_ filed in the Rockland County Clerk's office in liber  
\_\_\_\_\_ of land records on page \_\_\_\_\_.

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

Owner: \_\_\_\_\_

\_\_\_\_\_  
(Mailing)

\_\_\_\_\_







\_\_\_\_ Day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Petitioner's Signature

NAME OF PROJECT.....

AFFIDAVIT OF POSTING

STATE OF NEW YORK     )  
  ss:  
COUNTY OF ROCKLAND    )

\_\_\_\_\_ being duly sworn, deposes and says that he is the applicant in the matter of an application before the New Hempstead Zoning Board of Appeals affecting property located in the Village of New Hempstead, \_\_\_\_\_, Town of Ramapo, Rockland County, New York.

That on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ He/she posted the posters provided by the Zoning Board of Appeals, Village of New Hempstead, Town of Ramapo, Rockland County, New York, giving notice of the hearing on this application in a conspicuous place visible from every street along the frontage of the plot affected by this application.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_

.....  
Notary Public

NAME OF PROJECT.....

AFFIDAVIT OF NOTIFICATION

STATE OF NEW YORK )

ss:

COUNTY OF ROCKLAND )

\_\_\_\_\_ being duly sworn, deposes and says that he is the applicant in the matter of an application before the New Hempstead Zoning Board of Appeals affecting property located in the Village of New Hempstead, \_\_\_\_\_, Town of Ramapo, Rockland County, New York.

That on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ He/she notified, by Certified Mail, Return Receipt Requested, those persons on the sheet annexed hereto giving notice of the hearing on this application.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

.....  
Notary Public

9.4.3 Public Hearing: The Board of Appeals shall conduct a public hearing on any appeal, application or request made pursuant to this Local Law. Such Public Hearing shall be held within 45 days of the date an appeal is taken or an application or request is made to the Board.

9.4.4 Notice of Hearing: Notice of the hearing shall be published in the official newspaper at least 10 days prior to the date of such hearing. Notice shall also be sent by the applicant 10 days prior to the date of such hearing, to all property owners within 500 feet of the perimeter of the property, in the same manner as is required for amendments, pursuant to Section 13.7 of this Local Law. The applicant shall cause signs to be posted on such property on each street frontage indicating the date and property on each street frontage indicating the date and purpose of such hearing. The cost of all such notice shall be paid by the applicant.