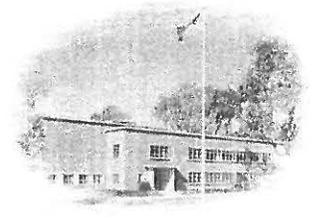




DEPARTMENT OF BUILDINGS
INCORPORATED VILLAGE OF GARDEN CITY
 VILLAGE HALL
 351 STEWART AVENUE
 GARDEN CITY, NY 11530
 516-465-4040(O) – 516-742-5377 (F)



**INSTRUCTIONS FOR FILING
 BOARD OF APPEALS APPLICATIONS**

1. All questions must be answered and blank spaces filled in - use form provided -do not make changes in size or format.
2. The answer to Question No. 3 should be specific to the proposed construction indicating size, height, location and use (e.g. a 10'x20' one-story rear addition for use as a family room).
3. The owner/applicant/appellant must sign the application in the spaces provided.
4. **An accurate survey of the property indicating all structures thereon must be included with the application.**
5. Preliminary drawings of the proposed construction must be included with the application (drawings **must** be reduced to **"HALF SIZE" no larger than 18" X 24"**).
6. Photographs of front of house and all areas affected by proposed construction must be included.
7. The original and **eight (8)** copies of the entire application must be filed for one-family dwellings (original and nine copies for commercial). **ALL DOCUMENTS MUST BE FOLDED, COLLATED AND STAPLED INTO EIGHT INDIVIDUAL SETS OR THEY WILL NOT BE ACCEPTED.**
8. Commercial properties abutting a county road must file the Nassau County Disclosure Form with applications.

FEEs		
Residential Building	Under \$20,000	\$300
Residential Building	Over \$20,000	\$600
Commercial Building	Under \$20,000	\$600
Commercial Building	Over \$20,000	\$2,500
Extension of Building Appeals and Permits	15% of Original Permit Total Fees	
Residential	No less than \$100	
Commercial	No less than \$500	

Freestanding backboard of \$25.00.
Application Review Fee of \$125.00.

PLEASE NOTE:

- 1. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
- 2. APPLICATIONS ARE TAKEN IN CHRONOLOGICAL ORDER.**
- 3. HEARING DATES DEPEND ON CASE LOAD AND ARE NOT GUARANTEED.**

Please Be Advised That A Submitted Application To This Office Does Not Guarantee For Placement On Any Agenda Or Calendar. An Official Building Department Notification Will Be Sent To Confirm Your Hearing Date.

BOARD OF APPEALS
VILLAGE OF GARDEN CITY
NEW YORK

-----X
IN THE MATTER OF THE APPEAL OF ' :
' :
' :
from an order, requirement, decision or ' NOTICE OF APPEAL
determination of the Building Inspector ' :
of the Village of Garden City, New York. ' :
-----X

PLEASE TAKE NOTICE, that _____
the owner of the property herein described, hereinafter called
Appellant, asserting that the order, requirement, decision or determina-
tion of the Building Inspector of the Village of Garden City, New York,
dated the _____ day of _____ 20____ affecting
said property, is erroneous and is contrary to the provisions of Chapter
200 of the Code of said Village, hereby appeals therefrom the Board of
Appeals of said Village and hereby states and alleges:

1. The following is a description of said property:
No. _____, Garden City, New York, being designated
as Lot(s) _____, Block _____, Descriptive
Parcel _____, on the Map entitled _____ and shown
on the diagram annexed hereto and made a part hereof, and which
property is in a _____ District.

2. Appellant became the owner of said property on the
_____ day of _____ 20____.

3. The proposed structure and/or use is as follows:

4. The question involved relates to:

USE / AREA / SETBACK (FRONT YARD) / SIDE YARD / REAR YARD/ HEIGHT
OTHER:

5. The purpose of this Appeal is to obtain a reversal of said order, requirement, decision or determination of the Building Inspector, and to obtain from said Board of Appeals a variance or modification of the application of the applicable regulations or provisions of

SECTION _____

of said Village Code, so as to permit the use, construction or alteration of the building or structure, or the use of the land sought by Appellant.

6a. That there are the following unusual circumstances and conditions affecting said property which are inherent in and peculiar to the said property and which do not apply generally to other property in the vicinity or neighborhood, namely:

6b. That by reason of the aforesaid unusual and peculiar conditions, carrying out the strict letter of such provisions will result in practical difficulties or unnecessary hardships and the strict application of such provisions will deprive petitioner of the reasonable use of said property, which practical difficulties or unnecessary hardships, are as follows:

6c. That the granting of the variance sought will be in harmony with the intent and purpose of said Code and will not be detrimental to properties in the Village and will not alter the essential character of the locality for the following reasons:

7. The names and addresses of all property owners adjoining the property of Appellant are as follows:

NAME

ADDRESS

THEREFORE, in accordance with the foregoing alleged facts, Appellant petitions such Board of Appeals in acting on this Appeal, to reverse the order, requirement, decision or determination of the Building Inspector, and to vary the strict application of the afore-said provisions of the Code to said property to the following extent:

DATE

APPELLANT'S SIGNATURE

.....

TELEPHONE NUMBER

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AFFIDAVIT OF INDIVIDUAL APPELLANT

STATE OF NEW YORK)
 : SS.:
COUNTY OF NASSAU)

_____, being duly sworn, deposes and says
that he resides at _____, and is the owner
in fee of the property hereinbefore described and is the Appellant
herein; that the statements contained in the foregoing Notice of
Appeal and in any papers submitted herewith are in all respects true.

SWORN TO BEFORE ME THIS

_____ DAY OF _____, 20_____

NOTARY PUBLIC

APPELLANT'S SIGNATURE

SUPPORT OF ADJOINING OWNERS

We, the undersigned, property owners in the Village of Garden City,
adjoining the property of Appellant herein described, hereby support the
granting of a variance by the Board of Appeals of said Village so as to
permit the use, construction or alteration of the building or structure
or the use of the land sought by Appellant:

Signature(s)

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The following is a diagram of the property and structures erected or to be erected thereon.