

**TOWN OF MARCELLUS
CODE ENFORCEMENT OFFICE**

24 East Main Street
Marcellus NY 13108
315-673-3269
Fax: 315-673-9102

www.marcellusny.com

codes@marcellusny.com

**ZONING APPEAL/INTERPRETATION
APPLICATION PROCEDURE**

- A) Complete all applicable sections of the Special/Use Permit Application.
- B) Sign and date the bottom of the application.
- C) Submit the following required items with your completed application:
(Some may not be applicable to your project)
- Copy of your deed
 - Copy of your survey indicating the project location with dimensions and setbacks
 - Driveway permit application
 - Approved, stamped copy of the septic system plan
 - Elevation drawings of any proposed structure
 - A written narrative describing the proposed activity
- D) If you have any questions or need assistance with your application, please contact the Code Enforcement Office:
- Codes Office 673-3269, extension 4, codes@marcellusny.com
Planning / ZBA 673-3269, extension 7, pbzba@marcellusny.com

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ZONING APPEAL/INTERPRETATION APPLICATION

All applicable sections of this application must be completed - incomplete applications will be returned.

Applicant Name: _____ Day Time Phone: _____

Applicant Address: _____ E-mail: _____

The undersigned hereby makes application for: () Area Variance () Use Variance () Interpretation

Complete this section for an appeal or variance:

The undersigned hereby appeals the decision of the code enforcement officer whereby he/she did:

() Grant () Deny

Under zoning law: Article: _____ Section: _____ Subsection: _____ Paragraph: _____

Name: _____

Project Address: _____ Tax Map Number: _____

Permit Type: _____ Permit Number: _____ Dated: _____

Description of project: _____

Reason for appeal or variance:

- () Strict application of zoning law would produce undue hardship.
- () The hardship is unique and is not shared by all properties alike in the immediate vicinity of this property and in this district.
- () The variance would observe the spirit of the zoning law and would not change the character of the district, because: (provide on separate page)
- () Other reason for appeal, because: (provide on separate page)

Will the project cause the disturbance of one or more acre of soil? _____

Is the project in a flood hazard zone?

Is the project within 100' of any wetlands?

Complete this section for a zoning law interpretation:

I hereby request an interpretation of zoning law. Reason for interpretation: (provide on separate page)

Article: _____ Section: _____ Subsection: _____ Paragraph: _____

Applicant Certification: I hereby certify that this application is true and correct to the best of my knowledge. I also understand that the granting of a special permit does not give authority to violate or cancel the provisions of any other regulations.

Consent To Enter Property: By signing this application I agree to allow representatives of the Town of Marcellus access to the above referenced property at reasonable times for the purpose of obtaining information relevant to the processing of this application.

SIGNATURE OF OWNER OF PREMISES: _____

DATE: _____

Official Use Only

Application No.: _____ Action of Zoning Board: _____

Date Completed: _____ Granted () Denied () Date: _____

Chairperson Signature: _____