



**BOARD OF APPEALS**

**APPLICATION ON APPEAL OR FOR VARIANCE OR PERMIT UNDER THE REQUIREMENTS OF THE 1939 BUILDING ZONE ORDINANCE, AS AMENDED.**

FEE PAID: \_\_\_\_\_

DEPOSIT: \_\_\_\_\_

NOTICE: This application shall be written in ink or typewritten and eight copies filed, complete in all respects.

APPLICATION WILL NOT BE ACCEPTED UNLESS AFFIDAVIT OF OWNERSHIP IS EXECUTED BY THE RECORD OWNER OF PROPERTY DESCRIBED.

Applicant: \_\_\_\_\_ Email: \_\_\_\_\_

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

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

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

Street address of affected Premises: \_\_\_\_\_  
No. Name of Street

Name and address of person who will appear for the applicant at the Public Hearing:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

**ITEM**

A. Application is hereby made for a permit under Article \_\_\_\_\_ Section \_\_\_\_\_.  
Application is hereby made for a variance of Article \_\_\_\_\_ Section \_\_\_\_\_.  
Application is hereby made for a determination under Article \_\_\_\_\_ Section \_\_\_\_\_ of  
the Building Zone Ordinance.

B. Subject Premises situated on the \_\_\_\_\_ side of \_\_\_\_\_ street \_\_\_\_\_ feet  
\_\_\_\_\_ of \_\_\_\_\_  
Nearest Intersection

- C. Location: Nassau County Tax Map Section No. \_\_\_\_\_ Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_
- D. Located in Zoning District designated as \_\_\_\_\_
- E. To Permit the Erection – Alteration – Conversion – Maintenance – Extension – Use of \_\_\_\_\_
- In accordance with plans filed with Superintendent of Buildings Dated: \_\_\_\_\_, 20\_\_\_\_  
Application for certificate of occupancy \_\_\_\_\_
- F. Attached hereto is copy of the decision by the Superintendent of Buildings issued on \_\_\_\_\_, 20\_\_\_\_
- G. Question involved \_\_\_\_\_
- H. In connection with: A Proposed – An Existing – Building – Use \_\_\_\_\_  
(Strike out words not applicable)

**ITEM**

- I. If existing building, give date of erection \_\_\_\_\_
- J. Class of construction \_\_\_\_\_
- K. Size of Lot \_\_\_\_\_ feet front \_\_\_\_\_ feet rear \_\_\_\_\_ feet deep \_\_\_\_\_  
Size of Existing Building \_\_\_\_\_ feet front \_\_\_\_\_ feet deep \_\_\_\_\_  
Size of Building as proposed \_\_\_\_\_ feet front \_\_\_\_\_ feet deep \_\_\_\_\_  
Size of Building: Height \_\_\_\_\_ stories \_\_\_\_\_ feet
- L. 1. Present Use (or former, if unoccupied) \_\_\_\_\_  
Proposed \_\_\_\_\_  
2. What is the assessed valuation of the plot in question \_\_\_\_\_  
Land \_\_\_\_\_ Buildings \_\_\_\_\_ Total \_\_\_\_\_  
3. Were the zoning district designation affecting this plot changed since 1939? \_\_\_\_\_  
4. If change was made, explain in statement. \_\_\_\_\_  
5. Is there a petition pending before the Village Board of Trustees for a change in the zoning district designations affecting this plot? \_\_\_\_\_
- M. 1. Any previous application filed on these premises? \_\_\_\_\_  
2. How long has present owner held title to property? \_\_\_\_\_  
3. Is the proposed site within 200 feet of any premises used for a public school, public library, church or hospital? \_\_\_\_\_  
4. Has any violation been issued affecting these premises? \_\_\_\_\_  
If yes, file copy.  
5. Has Court Summons been served relative to this matter? \_\_\_\_\_  
File Disposition.

**This statement is necessary in order for the Clerk to accept the application.**

N. I hereby submit the principal points on which this application is based with description of existing conditions and proposed work. (In requesting a variance, a statement concerning your practical difficulty or hardship.)

Attached hereto and made a part of this Application, I submit the following:

- O. Consents of adjoining property owners affect by this application.
- P. Building application with plans and plot plan, where a building or structure, or extension to building or structure is proposed.
- Q. Survey of existing premises.
- R. Such other information as may be required.
- S. I hereby depose and say that all the above statements and information and all statements and information contained in papers submitted herewith are true.

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20

\_\_\_\_\_

Applicant to sign here

\_\_\_\_\_

Notary Public

**AFFIDAVIT OF OWNERSHIP**

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

\_\_\_\_\_ being duly sworn, deposes and says that he resides at \_\_\_\_\_ in the County of \_\_\_\_\_ and State of \_\_\_\_\_; that he is the owner in fee\* \_\_\_\_\_ of \_\_\_\_\_ the corporation which is fee owner in fee\* of the premises described in the foregoing application, shown on the Nassau County Tax Map as Section No. \_\_\_\_\_ Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_ that he has authorized \_\_\_\_\_ to make the foregoing application\* and that the statements of fact contained in the foregoing application are true.

\_\_\_\_\_

Owner's signature

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20

\_\_\_\_\_

Notary Public

\* Strike out inapplicable words.

**CONFLICT OF INTEREST**

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Village of Port Washington North  
3 Pleasant Avenue  
Port Washington, NY 11050

Gentlemen:

To the best of my knowledge, there is no officer or employee of the Inc. Village of Port Washington North, the Town of North Hempstead, the County of Nassau, or the State of New York, who has any interest whatsoever in the approval or disapproval of my application.

Signed: \_\_\_\_\_

“I hereby authorize the members of the Board of Appeals, the Building Inspector of the Village, and legal counsel to the Board of Appeals to enter upon and inspect my property prior to the Board of Appeals rendering a determination with regard to this application.”

Signed: \_\_\_\_\_

AFFIDAVIT OF DISCLOSURE IN COMPLIANCE WITH  
SECTION 809 OF THE GENERAL MUNICIPAL LAW

BOARD OF APPEALS VILLAGE OF PORT WASHINGTON NORTH

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In the Matter of the Application of

\_\_\_\_\_

To the Board of Appeals of the Village of Port Washington North

For a \_\_\_\_\_ concerning

The premises known as \_\_\_\_\_,

And designated as Section \_\_\_\_, Block \_\_\_\_, Lot(s) \_\_\_\_\_

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STATE OF NEW YORK)

) ss:

COUNTY OF )

\_\_\_\_\_, being duly sworn, deposes and says:

1. Your deponent is over 18 years of age and resides at \_\_\_\_\_

2. Deponent is the (a) applicant, (b) one of the applicants, (c) officer of applicant  
\_\_\_\_\_ (state office held), (d) partner or principal in applicant.

[strike inapplicable language]

3. To deponent's knowledge, the name, address and nature and extent of the interest in the applicant of every state officer and every officer and employee of the Village of Port Washington North (as the term "interest in applicant" is defined in General Municipal Law § 809) is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
**(if "none," so state).**

(Signed) \_\_\_\_\_

Sworn to before me this

\_\_\_\_ day of \_\_\_\_\_ 20\_\_

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

GENERAL MUNICIPAL LAW, § 809 provides as follows:

1. Every application, petition or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from a plat or official map, license or permit, pursuant to the provisions of any ordinance, local law, rule or regulation constituting the zoning and planning regulations of a municipality shall state the name, residence and the nature and extent of the interest of any state officer or any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership or association making such application, petition or request (hereinafter called the applicant) to the extent known to such applicant.
2. For the purposes of this section an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them is
  - a. the applicant or
  - b. is an officer, director, partner or employee of the applicant, or
  - c. legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or
  - d. is a party to an agreement with such an applicant, express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request.
3. In the County of Nassau the provisions of subdivisions one and two of this section shall also apply to a party officer. "Party officer" shall mean any person holding any position or office, whether by election, appointment or otherwise, in any party as defined by subdivision four of section two of the Election Law.
4. Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.
5. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.