

**Syracuse Zoning Administration**

**LOT COVERAGE WAIVER**

City Hall Commons - Room 101 – 201 East Washington St. – Syracuse, N.Y. 13202-1426 – 315-448-8640

Please Print or Type Information

For Office use only:

<input type="text"/>	ZA-	<input type="text"/>
Filing date	Case #	District

**SUBJECT PROPERTY ADDRESS (ES) – Location of Lot**

**PROPERTY OWNER:**

Name:  Phone:

Mailing

Address

**CURRENT USE OF LAND:**

**REASON FOR REQUEST:**

**LOT AREA:**  Square feet

**LOT COVERAGE REQUESTED:**  Percent

**DECLARATION**

I understand that false statements made herein are punishable as a Class A Misdemeanor, pursuant to section 210.45 of the Penal Law of the State of New York. I declare that, subject to the penalties of perjury, any statements made on this application and any attachments are the truth and to the best of my knowledge correct. I also understand that any false statements and/or attachments presented knowingly in connection with this application will be considered null and void.

**CURRENT PROPERTY OWNER SIGNATURE**

As listed on the City of Syracuse Tax Assessment Roll. If not listed as the owner on the current rolls, please include a proof of ownership, for example, a copy of the deed. Attorney’s signing on behalf of the owner must include a one page letter describing the legal representative arrangement. Architects, engineers, contractors, tenants, etc. cannot sign on behalf of the property owner. If property owner is a Corporation or an Organization, then the person signing must provide verification they are a member of such, and can sign on the owners’ behalf.

\_\_\_\_\_  
**CURRENT PROPERTY OWNER SIGNATURE** **DATE**

\_\_\_\_\_  
Please legibly **PRINT SIGNATURE NAME and TITLE**

## **REQUIRED SUBMITTALS**

- APPLICATION:** Completely filled out and signed by owner of property
- JUSTIFICATION LETTER:** Explanation of the necessity of the lot coverage request and justification explaining why area requirements cannot be realized.
- PROPERTY SURVEY:** One full sized copy of survey drawn by a licensed land surveyor and one reduced – no larger than 11x17.
- SITE PLAN:** Showing proposed additions and/or modifications. Must be drawn to scale and labeled with dimensions.
- ELEVATIONS:** Must be drawn to scale and show measurements – height, width, depth, etc.
  
- PHOTOS:** Photos of the subject property and intended area of work.

**11/2017**