Syracuse Zoning Administration **Application for ZONING ADMINISTRATOR WAIVER**
City Hall Commons – Room 101 – 201 East Washington St. – Syracuse, NY 13202-1426 – 315-448-8640

For Office Use: Filing Date: **Case Number:** ZA- **Zoning District:**

PLEASE PRINT OR TYPE INFORMATION

SUBJECT PROPERTY ADDRESS: (Location of proposed request)

APPLICANT/CONTACT INFORMATION

PROPERTY OWNER:

NAME:

ADDRESS:

TELEPHONE NUMBER: DAYTIME PHONE:

REPRESENTATIVE: (Only if involved in application)

NAME:

ADDRESS:

TELEPHONE: RELATIONSHIP:

REQUEST FOR:

☐ A Structural addition to a non-conforming building within the required side yard

☐ Replacement of:

☐ Garage (must be at same location and same dimensions as current garage)

To be demolished on (date)

☐ Porch (must be at same location and same dimensions as current porch)

To be demolished on (date)

REASON FOR REQUEST: (Be specific)

PROPOSAL: (The applicant alleges that the proposed will not be detrimental to the existing neighborhood and the proposed will be in harmony with the existing neighborhood because)

REQUIRED SUBMITTALS

******APPLICANT PLEASE NOTE******

BEFORE THIS APPLICATION WILL BE ACCEPTED THE FOLLOWING ITEMS MUST BE PROVIDED FOR REVIEW:

- ☐ **APPLICATION**: Must be completely filled out and signed by property owner
- ☐ **PROPERTY SURVEY**: Full size property survey drawn by a licensed land surveyor. (Reduced, faxed or scanned copies will not be accepted)
- ☐ **SITE PLAN**: Must be drawn to scale and labeled with measurements of proposed structure and distances to property line (measurement must be taken from the closest point to property line, i.e. the eve of the garage or porch). A reduced set no larger than 11 x 17 must also be included.
- ☐ **ELEVATIONS**: Must be drawn to scale and show measurements – height, width, depth, etc.
- ☐ **FLOOR PLANS**: One set must be provided if application is proposing a structural addition
- ☐ **PHOTOS**: Photo of current arrangement on property. If photos are not provided the review may be delayed, as our staff will be required to make a site visit and take photos.

***A reduced set of all plans no larger than 11 x 17 must also be included.**

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.

_____

Signature of CURRENT PROPERTY OWNER (or owner's LEGAL representative) — Date

Printed or typed name of person whose signature is above (if legal representative, also state relationship to owner)

05/2014