

INSTRUCTIONS FOR FILING APPLICATION FOR SPECIAL EXCEPTION FOR A GENERATOR

The Board of Appeals meets on the second Wednesday of each month (except July and August). Applications must be filed at least 30 days prior to the meeting date.

Please bring the following completed documents to the Building Department (8 copies each):

1. Application for Special Exception.
2. Affidavit.
3. Copy of survey showing where generator will be placed on property and indicate the distance from the property lines.
4. Copy of the documentation showing specifications and sound levels of the generator.
5. Check for \$100.00 payable to the Incorporated Village of Floral Park.

IMPORTANT: The Board of Appeals requires that your adjoining neighbors be notified of your application. The Clerk to the Board of Appeals will provide you with a copy of the legal notice to be published in the Gateway, as well as a form affidavit of service. It is your responsibility to send a copy of the legal notice to your adjoining neighbors by certified or registered mail, return receipt requested. This mailing must be done not more than 30 days nor less than 15 days before the hearing date. You must then file the affidavit of service with the Clerk. Either prior to or at the hearing, you are required to bring the green return receipt cards.

You will receive a letter from the Board of Appeals notifying you of the hearing date.

At the time of the hearing, you may bring with you witnesses to testify in support of your appeal.

After the hearing, a written decision will be sent to you within the time specified by law.

If you have any questions concerning the application process, please call the Clerk to the Board of Appeals at 326-6319.

BOARD OF APPEALS

INCORPORATED VILLAGE OF FLORAL PARK, N.Y.

Appeal of _____

Attorney _____

APPLICATION FOR SPECIAL EXCEPTION

Name of Applicant: _____

Residence: _____

Telephone # (days): _____

Name & Address of Owner: _____

Location of Property:

a) Description: _____

b) Section _____, Block _____, Lot(s) _____

Provisions of Zoning Ordinance Applicable:

Chapter _____ Section _____

Special Exception Desired: _____

Reasons supporting appeal (if necessary, submit separate sheet):

AFFIDAVIT OF INDIVIDUAL OWNER:

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

_____, being duly sworn, deposes and says:
That (s)he is the owner of the property described in this application and that the statements contained herein are true; that he is the appellant herein and he authorizes _____ to act as his agent and to make this application.

Owner

Sworn to before me this
day of _____, 200__.

Notary Public

AFFIDAVIT OF CORPORATE OWNER:

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

_____, being duly sworn, deposes and says:
That he is the _____ of _____,
which corporation is the owner of the property described in this application and that the statements contained herein are true; that _____ is the appellant herein and that said appellant authorizes _____ to act as its agent and to make this application.

NAME OF CORPORATION

BY: _____
Signature and Title

Sworn to before me this
day of _____, 2016.

Notary Public