



Village of East Rochester  
 317 Main Street  
 East Rochester, New York 14445  
 Phone (585) 385-3513  
 Fax (585) 419-8284  
 www.eastrochester.org

RECEIPT # _____
NON REFUNDABLE FEE _____
APPLICATION DEADLINE _____
MEETING DATE _____
REC'D BY _____

**ZONING BOARD OF APPEALS  
 APPLICATION FORM – AREA VARIANCE – COMMERCIAL**

Instructions to Applicant

1. Submit **original** and **thirteen (13) copies** of this application and supporting documentation, **include short EAF form**. Type or print.
2. A \$100.00 non-refundable fee shall accompany this application.
3. Thirteen (13) copies of a tape location or instrument survey map should be attached to the application.
4. Thirteen (13) copies of a building elevations plan, if applicable, should be attached to the application.
5. A sign giving notice of the appeal must be posted on the front property line five (5) days prior to the hearing.
6. Zoning Boards of Appeal in New York State are bound by court cases which have clearly set forth the factors to be considered by the Board in reviewing your request. These may seem unnecessary in many instances but by handling all cases under the same guidelines, you are assured equitable treatment by the Board.
7. **Digital plans** required via e-mail or disk.

**Property Address:** \_\_\_\_\_

1. **Applicant**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Interest in Property: \_\_\_\_\_ Owner \_\_\_\_\_ Lessee Other \_\_\_\_\_

Email \_\_\_\_\_

2. **Owner (if other than above)**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

3. **Attorney (if represented)**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

4. Interest – Does any officer or employee of the State of New York, County of Monroe or Village of East Rochester have any interest in the owner/applicant or the subject property?

\_\_\_\_\_ Yes \_\_\_\_\_ No If yes, who? Name \_\_\_\_\_

Address \_\_\_\_\_

Interest (explain): \_\_\_\_\_

5. **Location of Property Involved** – Street address or legal description (subdivision/lot #)

\_\_\_\_\_

6. Size of Parcel: \_\_\_\_\_

7. Present Use of Property: \_\_\_\_\_

8. Zoning District: \_\_\_\_\_ Tax Account # \_\_\_\_\_

9. Application for Variance of Code Section(s): \_\_\_\_\_

\_\_\_\_\_

10. Describe specifically the nature of your request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Describe the location, use and size of structures and other land uses within 100 feet of the boundaries of the subject property: \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

These responses will assist the Zoning Board of Appeals to weigh the benefit to the applicant against the detriment to the health, safety and welfare of the neighborhood or community if the variance is granted.

In granting a variance, the Zoning Board of Appeals shall grant the minimum variance that is necessary and adequate and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.

**Area Variance**

1. How will the variance affect nearby properties?

Identify any physical, environmental and/or “quality-of-life” impacts that may result from granting the variance.

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2. How will the variance change the character of the neighborhood?

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3. Are there any practical alternatives to the requested variance that would provide a similar benefit?

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4. Is the requested variance substantial in relation to the zoning requirement?

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5. Is the need for the variance self-created? *(This consideration will not necessarily preclude the granting of the area variance.)* \_\_\_\_\_ Yes \_\_\_\_\_ No

Please explain:

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**\*\*\* Any engineering fees incurred by the village in relation to an application are the responsibility of the applicant. \*\*\***

I certify that the information supplied on this application is complete and accurate, and that the project, if approved, will be completed and the premises used as stipulated in this request.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Owner (if other than Applicant)

I have read and familiarized myself with the contents of this application and do hereby consent to its submission and processing.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date