

**Zoning Compliance Permit Application
Town of Varick, Seneca County, New York**

Official Use: _____ **Permit No.:** _____ **Date:** _____

Applicant Information:

Property Address: _____

Zone District: _____

_____ Residential _____ Other Permitted Use _____ Farm Related

Proposed Work

_____ New _____ Addition _____ Dock /Seawall _____ Garage _____ Demolition _____ Deck/Porch

_____ Outbuilding (Shed, Barn, etc.) _____ Other

Description of Proposed Work: _____

Lot No. _____ Section _____ Block _____

Estimated Cost of Work to be performed: _____

Property Owned By:

Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____

Other contact info: _____

Applicant (check one): _____ Owner _____ Agent _____ Architect / Engineer _____ Builder

Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____

Other contact info: _____

Official Use: _____

Planning Board Review:

_____ Not Applicable

_____ Approved, Date of approval _____

_____ Denied, Date denied _____

Town of Varick Permit Approval

Authorized Signature: _____ Date: _____

Certificate of Zoning Compliance Granted

Authorized Signature: _____ Date: _____

**Information / Instructions for Applying for a Zoning Compliance Permit
Town of Varick, Seneca County, New York**

1. A Town of Varick Zoning Compliance Permit AND a Seneca County Building Permit are required prior to starting any work.
2. The Town of Varick Zoning Compliance Permit must be approved BEFORE you file for a Seneca County Building Permit. This permit grants authority from the Town of Varick. Authority from other agencies may be required. It is the applicants' responsibility to obtain necessary approvals from those agencies.
3. The Zoning Compliance Permit is valid for two years from the date of issuance.
4. Town of Varick permit information and application are available at the Varick Town Hall, 4782 Route 96, Romulus, NY 14541 or online at www.varicknewyork.com
5. The completed Town of Varick Zoning Compliance Permit application must be submitted, in duplicate to the Varick Code Enforcement Officer for review and approval. A check covering the permit fee, payable to the Town of Varick, shall accompany the application. Seneca County Building Permit is available at the Seneca County Department of Building and Fire Code Enforcement, 31 Thurber Drive, Waterloo, NY 13165, telephone 315-539-1950 or online through the County's web site www.co.seneca.ny.us.
6. Special permit requirements apply for Dock or Seawall construction.
 - a. In addition to the Varick Zoning Compliance and Seneca county Building permits, a joint permit from the Army Corps of Engineers/ New York State Department of Conservation must be obtained Their contact information is available at www.usace.army.mil and www.dec.ny.gov.
 - b. The joint Army Corps of Engineers / NYS DEC permit must be received and approved prior to filing for Varick Zoning Compliance and Seneca County Building permits.
7. Fee Schedule is attached.
8. Applicant must check with NYS DEC for wetland delineation.
9. Applicant must check with NYS DEC for guidelines and restrictions on land clearing before clearing land for proposed project .
10. Applicant must receive a Certificate of Zoning Compliance from the Town of Varick Code Enforcement Officer prior to commencing use of the completed project.
11. For more information on zoning regulations, refer to the Town of Varick Zoning Code. It is available from the town clerks office or online at www.varicknewyork.com. For information specific to the zoning compliance permit, application process and details, refer to article IV of that code.

Site Plan Information

Total Building Footprint (Sum of All Structures) _____ sq. ft.

Proposed Work Footprint _____ sq. ft.

Structure Maximum Height _____ ft.

Sketch Plan

Provide Site Plan sketch in space below or attach drawings or sketches as required to define the project. The Sketch Plan should include dimensions, boundaries and setbacks, drainage details and any other information to determine that the proposed work complies with the Town of Varick Zoning Code.

Checklist for Diagram of Existing Lot and Proposed Improvements (Official Use Only)

_____ Site Plan with Improvements, Drainage, and Dimensions

_____ Set Back Dimensions

_____ Front of project to Centerline of Road _____ Rear Set Back

_____ Left Side (facing from road) _____ Right Side (facing from road)

_____ Building Footprint (sum of all structures)

_____ Structure Maximum Height

_____ Permitted Use _____ Conditional Use, conditions met

_____ Other _____

Fee Schedule:

All proposed work except demolition	\$ 25.00
Demolition (Permit required for assessment purposes)	\$ -0-

Town of Varick Code Enforcement Officer:

Larry Colton
315-585-1053
LColton1@rochester.rr.com