

ZONING BOARD OF APPEALS
2022 MEETINGS - 7:00 PM

JANUARY

Application Due 01/12/2022
Meeting Date 01/26/2022
Site Inspection 01/22/2022

FEBRUARY

Application Due 02/09/2022
Meeting Date 02/23/2022
Site Inspection 02/19/2022

MARCH

Application Due 03/16/2022
Meeting Date 03/30/2022
Site Inspection 03/26/2022

APRIL

Application Due 04/13/2022
Meeting Date 04/27/2022
Site Inspection 04/23/2022

MAY

Application Due 05/11/2022
Meeting Date 05/25/2022
Site Inspection 05/21/2022

JUNE

Application Due 06/08/2022
Meeting Date 06/22/2022
Site Inspection 06/18/2022

JULY

Application Due 07/13/2022
Meeting Date 07/27/2022
Site Inspection 07/23/2022

AUGUST

Application Due 08/10/2022
Meeting Date 08/24/2022
Site Inspection 08/20/2022

SEPTEMBER

Application Due 09/14/2022
Meeting Date 09/28/2022
Site Inspection 09/24/2022

OCTOBER

Application Due 10/12/2022
Meeting Date 10/26/2022
Site Inspection 10/22/2022

NOVEMBER

Application Due 11/02/2022
Meeting Date 11/16/2022 *Not to have on holiday weekend*
Site Inspection 11/12/2022

DECEMBER

Application Due 11/30/2022
Meeting Date 12/14/2022
Site Inspection 12/10/2022

**APPLICATION MUST BE RECEIVED BY ZONING DEPARTMENT BY NOON (12:00PM)
ON DUE DATE.***THE AGENDA IS LIMITED, AND BASED ON “FIRST COME FIRST
SERVED” WITH COMPLETE APPLICATION PACKET*****

**Fees: Area Variance \$350.00; Use Variance \$450.00; Administration Appeal \$450.00
Zoning Interpretation by ZBA \$350.00**

ZBA Meetings are generally the **fourth Wednesday of the Month**, except when a holiday conflicts or there are other conflicts within the Village Scheduling. The Complete Application Packet with Fees are due as per above schedule so **Legal Notice for Public Hearing** can be published in the “*Poughkeepsie Journal*,” (Pawling’s Official Paper) 10 (ten) days prior to the **Public Hearing**. All dates subject to change, please check with department.

All Paperwork must be received by application deadline to be on the ZBA Agenda. This includes, but is not limited to the following:

1. Completed and Signed Application by Property Owner or Letter of Authorization for Agent/Agency.
2. Type of Variance Form completed.
3. Short Environmental Assessment Form Completed and Signed by Property Owner/Agent.
4. **Seven (7) Copies of Signed & Stamped survey map to scale** showing the Precise Setbacks (both current & with proposed variance request), Road Frontage, and/or Acreage of Area, so an Accurate Variance May be Granted.
5. Applicant must mail out Notice of Variance request to neighbors within 200' of Property. (List of Names & Addresses will be supplied to you from the Zoning Department once you have submitted a complete application packet.)
 - Must be mailed out **seven (7)** days before hearing date.
 - Must contain name of Applicant, Location of the Parcel of Land, Brief Description or Identification of the Proposal.
 - Must specify **date, time, and place** of the **Public Hearing**
 - Sent out via United States Postal Service Certified or Registered Mail Return Receipt Requested

Prior to or at the time of the public hearing, the applicant shall provide to the Zoning Department or ZBA a copy of the required notice, a list of all the owners to whom such notice was mailed and either an affidavit that the mailing was completed as required herein or copies of all mailing receipts.