



TOWN OF CHESTER
P.O. BOX 423
CHESTERTOWN, NEW YORK 12817
PHONE #: (518) 494-7369

FOR OFFICE USE ONLY:
ZONING CERT. #: ZC20__ - ____
DATE RECEIVED: _____
AMT. PAID: _____

APPLICATION FOR ZONING CERTIFICATE

Property Owner's Name: _____ Phone #: _____

Mailing Address: _____

Applicant's Name: _____ Phone #: _____

Mailing Address: _____

Contractor's Name: _____ Phone #: _____

Mailing Address: _____

Issuance of a Zoning Certificate is requested for (Check one):

- Erection of a dwelling: _____ Erection of an accessory building or structure: _____
- Addition or alteration: _____ Other: _____ (Explain): _____

Physical Address (911 Location): _____

Tax Map #: _____ Acreage: _____

Land Use Zone Classification (Check one): HAMLET:____ RURAL USE:____ LOW INTENSITY:____

M. INTENSITY:____ R. MGMT.:____ INDUSTRIAL:____

Description of project. List all dimensions of proposed construction: _____

Setback distances (in ft.) from the closest edge of the proposed structures (incl. overhangs) to the property line:

Front	Rear	Right Sideline ¹	Left Sideline ¹	Shoreline (if applicable)

¹Right and Left Sideline setbacks are determined as viewed from the Road/Street.

If a special permit, variance, or other action by the Zoning Board of Appeals has been taken in connection with this property, give Application # and attach copy of ZBA Action to this Application: _____

Is the building lot located in a flood plain? Yes: _____ No: _____

Are other permits needed? (Attach copy(s) of other permit(s) to this application)

APA: _____ DEC: _____ DOH: _____ Other: _____

Please Note: Any construction taking place within an Association must have written permission from the Association in order for a Zoning Certificate to be issued. Once obtained, attach copy with this Application.

Include with this Application:

1. **Three (3) copies of a plot plan** showing (as a minimum):
 - a.) The lot upon which the building or structure is proposed to be erected, enlarged or extended, or for which a change in use is proposed.
 - b.) Lot dimensions and Tax Map Parcel Number.
 - c.) Name and width of all abutting streets and roads.
 - d.) Location, dimensions, and use of all existing structures, driveways, drainage areas, wells, and septic systems.
 - e.) Location, dimensions, and proposed use of building or structure, including proposed off-street parking areas, driveways or entranceways, related drainage structures, well and septic systems, including tank locations and absorption fields, if any, for which a permit is requested.
 - f.) Distances of proposed building or structure from edge of right of way of existing or proposed front, street and side street(s) if any, and distances from lot lines separating subject property from adjoining lots.
2. **Three (3) sets of construction plans or drawings.** Construction plans are required to be reviewed and signed by the Zoning Administrator prior to submittal to the Warren County Building Codes Department for a Building Permit. One set will be retained by the Zoning Office, the other two signed sets will accompany the Warren County Building Permit Application. Under certain circumstances, a County Building Permit is not required. It is strongly recommended that you contact the Zoning Office to determine if your project may require construction plans.

Please Note: Any proposed driveway accessing any Town Road is subject to review and approval by the Town of Chester Highway Superintendent or Deputy Superintendent (see attached).

The undersigned hereby applies for a Zoning Certificate and Certificate of Compliance to do the attached work in accordance with the description, plan, specifications, and such special conditions.

I, We, hereby authorize the Town of Chester, its employees, and authorized agents access to the property for purpose of inspection.

Applicant's Signature

Date

Local Law No. 1 of 2004 of the Town of Chester was duly passed by the Town Board on February 10, 2004, in accordance with the applicable provisions of law:

A LOCAL LAW REQUIRING APPROVAL OF NEW DRIVEWAYS ACCESSING TOWN ROADS IN THE TOWN OF CHESTER

Be it enacted by the Town Board of the Town of Chester, as follows:

1. **Legislative Intent:** The purpose of this Local Law is to provide for public safety by ensuring that driveways which access Town roads are situated in a location which will facilitate safe ingress and egress and constructed in a manner that will not interfere with drainage, maintenance or other use of the Town road. It is adopted pursuant to Municipal Home Rule Law S.10.
2. **Approval of Proposed Driveways:** Review and approval by either the Town of Chester Highway Superintendent or Deputy Superintendent shall be required prior to commencement of construction activities, including land clearing or grading, for any new driveway which is proposed to access a Town road. As part of this approval, the Superintendent or Deputy may require installation of a culvert, if necessary, to prevent drainage problems.
3. **Enforcement:** Any person who violates any provision of this Local Law shall be liable to a civil penalty of not more than two hundred fifty dollars (\$250.00) for each day or part thereof during which such violation shall be continued. Alternatively, or in addition to an action to recover civil penalties as provided above, the Town Board may institute any appropriate action or proceeding to prevent, restrain, enjoin, correct or abate any violation of or to enforce any provision of this Local Law.
4. **Repealer:** All Local Laws or ordinances or parts of Local Laws or ordinances in conflict with any part of this Local Law are hereby repealed.
5. **Effective Date:** This Local Law shall take effect upon filing in the office of the New York State Secretary of State.

Town of Chester, Local Law 1, 2004
Filed on 04/19/2004
State of New York, Department of State