

_____ - Variance Referral to APA

Agency-approved Local Land Use Program Referral

Please use this form as a cover sheet for any correspondence associated with a variance referral to the Adirondack Park Agency as provided for in the Town's Agency-approved Local Land Use Program.

Send this cover sheet & variance referral record to:

Adirondack Park Agency, % Local Government Services, PO Box 99, Ray Brook, NY 12977
or fax to: (518) 891-3938 or email to: LocalGovernment@apa.ny.gov*

From: _____ **Title:** _____ **Date Sent:** _____

The Adirondack Park Agency is hereby notified of the receipt of a variance referral record.

Applicant(s): _____ **Var. Application #:** _____

Parcel(s) _____ **(tax map #)** _____

For: **Area Variance** **Use Variance** **Septic Variance**

Local Zoning District(s):

APA Land Use Area(s): **Unknown**
 Hamlet **Moderate Intensity Use** **Low Intensity Use**
 Rural Use **Resource Management** **Industrial Use**

The variance involves (check all that apply):

Shoreline Setback **Density** **Front/Rear/Side/Road Setbacks**
 Shoreline Lot Width **Lot Size** **Road Frontage**
 Dock/Boathouse **Structure Height** **Maximum Lot Coverage**
 Other Shoreline Requirements **Other:**

The attached correspondence contains:

Notice of Application **Application Materials** **Meeting Minutes**
 Record of Decision / Decision Date: _____ **Granted** **Denied**
 Postponed/Tabled (until: _____) *Denied variances do not need to be referred to the Agency*

Thank you for your assistance in helping to keep the variance decision record complete.

<u>For Agency Use:</u> Log #: LV _____ Cross References:		Agency Date Stamp – Received:
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*Note referrals submitted via email may require follow-up with paper copies.