

**\_\_\_\_\_ - 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.***

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