

**SOUTHOLD TOWN ZONING BOARD OF APPEALS
OFFICE CHECK LIST**

Please submit the following in NINE collated into separate packets, with ORIGINAL signed set and Check for filing fee clipped on top:

CURRENT NOTICE OF DISAPPROVAL (for area variance, use variance, and waiver of lot merger applications)
Note: Special Exception Permit applications come directly to the ZBA and do not require a Notice of Disapproval)

1. Application (2 pages)

2. Project description Form

3. Questionnaire

4. Pre-CO's, CO's, all prior ZBA decisions

5. AG Data Form, all applications. If not AG answer 1-8

6. Short EAF Form (4 pgs)

7. Owner's Consent

8. Transactional Owner and Agent

9. LWRP Form, all applications. If not waterfront first two pages

10. Photos

11. New Survey

12. Building Plans

13. Town Property Card

****CHECK is payable to TOWN OF SOUTHOLD: Fee Schedule from Code is attached, or call 765-1809**