

UPPER BROOKVILLE
BOARD OF ZONING APPEALS

Documents that MUST BE RETURNED to Humes & Wagner, LLP (The Village Attorneys) at 147 Forest Avenue, P.O. Box 546, Locust Valley, NY 11560:

- () Completed and signed original Appeal with all required supporting documents
 - Including the names and tax lot numbers for the adjoining land owners within 100 feet of the property
 - copy of the Buildings Inspector's rejection letter

- () Two checks made payable to The Incorporated Village of Upper Brookville.
 - Filing fees in the amount of \$1,000
 - Hearing Deposits in the amount of \$2,000

- () Updated Survey showing ALL existing structures and proposed construction location with all setbacks shown.

- () For all new construction: elevations and floor plans.

- () Radius Map or photocopy of the Nassau County Land Map showing all properties within 100 feet

- () Original submission with 8 collated copies of the entire submission –

- () **All submissions MUST include a digital copy (PDF format) of the COMPLETE submission (e.g. appeal package, survey, site plan, construction plans, etc) on either a flash drive or CD-ROM, clearly labeled with the Applicant's name, address and Section, Block and Lot.**

Updated 2/6/2023