

Town of Hague

Instructions for Local Board of Health Application for Variance Waste Water Treatment System

**Zoning Enforcement Office
Town of Hague
PO Box 509
Hague, NY 12836
(518) 543-6161**

General Information

An application for a variance is required whenever the proposed project would be in non-compliance with respect to the requirements contained in the Town of Hague Sanitary Code. These requirements pertain to set back requirements, required distances from house, water supply or lake or stream. These requirements are summarized in the attached table. Wastewater systems requiring a variance from the Local Board of Health must be designed by a licensed professional. Approval may also be required from the State Department of Health if the system type is considered to be an "alternate system".

Applicants are encouraged to visit the Zoning Enforcement Officer to discuss the proposed project prior to submitting applications. This will permit the applicant to understand the specific information required and the procedures to be followed.

Procedure

1. Applications are to be filed with the Local Board of Health (Town Board)
2. Within 30 days of receipt by the Board of Health of a completed application for a variance give notice by publication in the official newspaper of a public hearing to be held not less than 5 days or more than 30 days after the publication.
3. In addition, all property owners within 500 feet of the proposed project will be notified of the property for which variance is being requested.
4. Within 30 days of the public hearing, the Board of Health shall grant, grant with conditions or deny the variance.
5. The Adirondack Park Agency (APA) shall be notified of any variance granted. Any variance granted, grantee with conditions, shall not be effective for 30 days after the notice is mailed to APA.

Instructions for Completion of Application

1. This application must be completely filled in by typewriter or ink and submitted to the above address with the appropriate fee (\$70.00). Checks should be made out to Town of Hague. Variances for wastewater proposals must be presented to the Town Board for approval.
2. This application must be accompanied by a completed Wastewater Permit Application (including fee) if one had not been previously submitted.
3. No Work may be started on the construction of the wastewater treatment until the wastewater permit (and this request for variance, if needed) has been approved.
4. Unless previously submitted, this application must be accompanied by:
 - a. Plot plan prepared by a registered engineer or surveyor showing location of proposed wastewater system, location of sewage disposal facilities, design details, and number of bedrooms.
 - b. Deep test pit and percolation tests location and results
 - c. Location of water supply
 - d. Separation distances for proposed sewage disposal system to house, property lines, well and water bodies
5. If the Town Board engages professional services for legal and/or technical review the cost for said services may become the responsibility of the applicant. These charges shall reflect the actual costs of legal and technical assistance.

Town of Hague

**Application for Local Board of Health Application for Variance
Waste Water Treatment System**

As Requires by Sanitary Code of the Town of Hague

Applicant Information

Tax Map # Sec. _____ Block _____ Lot _____ Zoning District: Hague _____ APA _____

Name of Applicant _____ Mailing Address _____

Phone: _____ Fax: _____ E-Mail: _____

Check whether applicant is: Owner _____ Architect/Engineer _____ Builder _____

Name and address of owner of different than above _____

Phone: _____ Fax: _____ E-Mail: _____

Address of proposed work _____

Type of Variance Requested: Setback _____ Design _____ Type of System Proposed _____

Description of wastewater project and details for the variance requested:

Signature of applicant _____ Date _____ Signature of owner _____ Date _____

To Be Completed by Zoning Enforcement Officer

Application # VAR SEP-____-____ Date Received ___/___/___ Required Fee (\$70.00) paid _____

Action Taken: Accepted by the ZEO _____ Date ___/___/___ Referred to Town Board _____ Date: ___/___/___

Hague Zoning Enforcement Officer _____ Date _____

Agency referrals (Date sent if applicable) APA _____ NYSDOH _____

Action by Local Board of Health: Approved _____ Approved with conditions _____ Denied _____

Describe conditions or basis for denial _____

Final action by Town Board contained in minutes of the meeting dated ___/___/___

Town of Hague

Considerations for Variance Determinations:

Area Variances Justification to be completed by Applicant:

- a. Are there special circumstances or conditions of which the strict application of the provision of this ordinance would deprive the applicant of reasonable use of the land?

- b. Will this variance be materially detrimental to the purposes or objectives of this ordinance, or to other adjoining properties or otherwise conflict with the purpose or objective of any policy or plan of the Town?

- c. Is the granting of this variance necessary for the reasonable use of the land and that the variance is the minimum variance which would alleviate the specific unnecessary hardship found by the local Board of Health to affect the applicant?
