

TOWN OF WATSON ZONING BOARD OF APPEALS APPLICATION CHECKLIST

Applicant Name

Application Number

Referral from Planning Board

Referral from ZEO

Are the following included with the application?

First Meeting:

___ Proof of Payment (made to Town of Watson)

___ Application completely filled out including:

___ Area variance 2 Pages

___ Use Variance 6 Pages

___ SEQR Short Form

___ Complete SEQR short form page 2 if applicable

___ Complete SEQR Motion if applicable

___ Ag Data Statement, if applicable

___ Plot Diagram and other information to reflect the project

___ Complete Motion to deem application complete or incomplete

___ Can you make an educated decision with the information as submitted?

Second Meeting:

___ Open Public Hearing for this application

___ Re-review content of application, accept any public comments

___ Close Public Hearing

___ Complete Resolution- Be sure to be specific in your reasons for or against the application