



Peter G. Crummey
Town Supervisor

Commercial Zoning Verification

Town of Colonie Building and Fire Services Department
Public Operations Center, 347 Old Niskayuna Road
Latham, New York 12110

Phone (518) 783-2706

www.colonie.org/departments/building

**THIS APPLICATION IS FOR ZONING VERIFICATION FOR ANY COMMERCIAL PROJECT
FEES ARE DUE AT THE TIME OF APPLICATION
THIS FORM WILL BE ON FILE FOR 1 YEAR**

Any proposal which requires a Town of Colonie Building and Zoning Permit or an approval issued by the Town of Colonie Planning Board/Department must first be reviewed by the zoning enforcement officer of the Town of Colonie to determine whether the proposal violates any provision(s) of the Town of Colonie Zoning Laws. The Officer's determination is based solely upon the information submitted on/with this form and such determination is subject to review and change if the project is modified or further information becomes available at a subsequent date. The officer reserves the right to request further information as deemed necessary. A disapproval of the application by the zoning officer means the project, as designed, cannot proceed for the reasons provided. If you the applicant disagree with the zoning officer's determination you may appeal said determination to the Town of Colonie Zoning Board of Appeals. A new Application for Zoning Verification may need to be submitted if the applicable zoning laws change before the proposed action is completed.

NOTE: IF OWNER IS NOT THE SIGNEE, THE SIGNEE SWEARS THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER AND THAT THE SIGNEE IS AUTHORIZED TO MAKE SUCH APPLICATION.

1. GENERAL INFORMATION:

CASE #Z _____

Address of site of proposed action:

Number Street City State Zip

Name of applicant _____

Address Number Street City State Zip

Applicant's phone (W) _____ (Cell) _____

Email Address _____

Contact person _____

Email Address _____

Phone number (W) _____ (Cell) _____

Property owner(s) _____

Address Number Street City State Zip

2. Describe the present use of the building and property. (If vacant, so note and list last prior use & tenant).

3. APPLICANT'S PROPOSED ACTION:

A. Is the proposed action a:

- New building Addition Renovation Accessory Structure Other
- New tenant (business name) _____ (Including Alterations)
- Change of use (new use) _____
- Temporary tent (Date tent will be erected) _____ (Date tent will be removed) _____
- Site change or other (describe below) _____

B. Proposed use (check where applicable):

- Office Warehouse / Storage Motor Vehicle Repair Shop Supermarket Massage
- Bank Fast Food Establishment Motor Vehicle Service Station Wholesale Messieur
- Retail Restaurant / Bar Motor Vehicle Sales Industrial Police Handout
- Bakery Convenience Food Store Mini Mart Day Care Child/Adult
- Hotel Personal Service Business Multifamily Dwelling Nightclub
- School Wireless Telecom Facility Place of Worship Other

C. DESCRIBED THE PROPOSED USE IN DETAIL IN A COMPLETE DESCRIPTIVE NARRATIVE.

