

**CITY OF ONEIDA**  
**DEPARTMENT OF PLANNING AND DEVELOPMENT**  
109 North Main Street  
Oneida, New York 13421

Project Location:		
Tax Map #:		
Applicant Name:		
Applicant Address (If Different):		
Zone:	Ward:	File #:

**Area Variance Application Submission Receipt**

Received	Item
<input type="checkbox"/>	Cover Sheet
<input type="checkbox"/>	Area Variance Application (or Variance Signage App.)
<input type="checkbox"/>	Codes Officer Denied Permit
<input type="checkbox"/>	Location Map from Assessor
<input type="checkbox"/>	Associated Fee(s)
<input type="checkbox"/>	Site Map (Prepared by a licensed Surveyor)
<input type="checkbox"/>	Neighbor Statements (or proof contact was attempted)
<input type="checkbox"/>	Photos or Drawings
<input type="checkbox"/>	Up to Date Taxes Proof from Chamberlain
<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Other_____

Date Submitted: \_\_\_\_\_

Received By (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

This receipt acknowledges that the City of Oneida Department of Planning and Development has received the items indicated above. This does not indicate completeness or approval of the application.