

**VILLAGE OF MONTEBELLO
INSTRUCTIONS FOR FILING APPLICATIONS
TO THE PLANNING BOARD &
ZONING BOARD OF APPEALS**

1. ALL APPLICATIONS ARE TO BE COLLATED AND IN THE SAME ORDER AS RECEIVED.
2. ALL APPLICATIONS MUST INCLUDE ONE (1) ORIGINAL IN EACH PACKET.
3. EACH COLLATED SET OF MAPS ARE TO BE PROPERLY FOLDED AND ATTACHED TO BACK OF EACH COMPLETED APPLICATION.

NOTE: IF APPLICATIONS ARE NOT SUBMITTED PROPERLY, THEY MAY BE DEEMED INCOMPLETE AND REFUSED TO BE ACCEPTED BY THE CLERK TO THE BOARD YOU ARE APPLYING TO.

PLEASE DO NOT ASK THAT THE DEADLINE DAY BE EXTENDED. IF POSSIBLE SUBMIT YOUR APPLICATIONS BEFORE THE DEADLINE DAY.

THANK YOU