

Below is a verbatim copy of The Inc. Village of Southampton Village Code, Section 116-32D. (1), containing the requirements for placing a placard, supplied by the Building Department, on the subject property prior to the first public hearing of the application before the BARHP, and submitting an affidavit of compliance. The affidavit must be tendered to the Board before commencement of discussions, and the statute is strictly construed. **IF THE AFFIDAVIT IS INCOMPLETE OR INCORRECT, THE BOARD WILL NOT POSSESS JURISDICTION TO DELIBERATE UPON THE APPLICATION.**

In signing the affidavit, the signatory represents the placard has been placed on the property continuously for a period of ten (10) days **immediately prior** to the day of the hearing. This representation may only be made at the end of the posting period, not at the beginning when the posting occurs. For example, posting must occur no later than the 12th day of a month for a hearing on the 22nd. The posting period is complete on the 21st, the 10th day, and the affidavit could be signed and notarized no earlier than the 22nd, the day of the hearing. Similarly, if posting occurred on the 11th, the posting period would be complete on the 20th.

The signatory should periodically visit the property to verify the placard is continuously displayed. If it is discovered missing or not in place, notify the Building inspector immediately.

Inc. Village of Southampton Code, Section 116-32 D. (1), states as follows:

With respect to every application referred to the Board (except sign application), the applicant shall erect a white-with-black-lettering sign or signs measuring not less than 22 inches long and 14 inches wide, which shall be prominently displayed on the premises facing each street on which the property abuts, giving notice that an application is pending and the date, time and place where the initial meeting will be held. The sign shall not be set back more than ten (10) feet from the street line and shall not be less than two (2) nor more than six (6) feet above the grade at the street line. The sign shall be made of durable material and shall be furnished by the Board. It shall be displayed for a period of not less than ten (10) days immediately preceding the initial meeting date. No additional posting shall be required for any adjournment date or public hearing date. The applicant shall file an affidavit that he has complied with the provisions of this section.