



CITY OF WATERBURY ZONING BOARD OF APPEALS ZONING VARIANCE APPLICATION

Fee: \$ 660.00
Includes \$60 State Fee

Application is hereby made pursuant to Article VII of the Zoning Regulation, City of Waterbury for a variance.

APPLICANTS ARE ENCOURAGED TO SCHEDULE A PRE-APPLICATION MEETING WITH STAFF TO REVIEW APPLICATION COMPLETENESS AND COMPLIANCE WITH FILING REQUIREMENTS

PROPERTY INFORMATION:

ADDRESS:
MAP-BLOCK- LOT:

DATE:

APPLICANT:

Name:
Address:
City, State, Zip
Phone:
Fax:
Email

PROPERTY OWNER:

Name:
Address:
City, State, Zip
Phone:
Fax:
Email

Property Owners Signature: _____ Date: _____
(Certifies authorization for application and permission to enter the property in connection with the application)

Is The Property Within 500 Feet Of One Or More Municipalities? Yes No

Clearly State the Variance(s) requested. Include section numbers, required standards and provided dimensional figures.

Clearly State Why the Variance(s) Are Needed, Specifying the Nature of the Hardship (Pursuant to Section 7.21-3 Of The Waterbury Zoning Regulations)

Applicant's Interest in the Property.

NOTICE TO APPLICANT

STATUTORY REQUIREMENT TO FILE APPROVALS WITH TOWN CLERK

CGS Sec. 8-3d. Variances, special permits, special exceptions and special exemptions to be recorded. No variance ... shall be effective until a copy thereof, certified by a ... zoning board of appeals, containing a description of the premises to which it relates and specifying the nature of such variance, ..., including the zoning bylaw, ordinance or regulation which is varied in its application ..., and stating the name of the owner of record, is recorded in the land records of the town in which such premises are located. The town clerk shall index the same in the grantor's index under the name of the then record owner and the record owner shall pay for such recording.

I certify that the information submitted herein is accurate to the best of my knowledge and that I have been informed of my obligation to file any approval on the land records in the office of the town clerk of the City of Waterbury:

Applicants Signature: _____

Date: _____



CITY OF WATERBURY ZONING VARIANCE SUBMISSION REQUIREMENTS

APPLICATION

- (1) Application Form (11 copies)
- (2) Application Fee (\$660.00)

SUPPORTING ITEMS

- (1) Eleven (11) copies of all items with surveyors stamp and certification.
- (2) A Class A-2 survey map prepared by a Connecticut Registered Land Surveyor is required unless waived by the Commission.
- (3) Make sure that the variance(s) requested, state reason for the variance(s) and nature of the hardship are fully explained. Use additional paper if necessary.
- (4) Provide photographs plans and any other documentation that will help the ZBA evaluate the application.
- (5) The applicant is ultimately responsible for the accuracy and completeness of the application. Use extra pages if necessary. An incomplete application will result in a denial or delay in making a decision.
- (6) An electronic copy of all maps in an AutoCAD compatible format if an A-2 Survey is required.

NEARBY PROPERTY OWNER INFORMATION

You must prepare a list of and mailing labels for:

- (1) All property owners who own property which is the subject of a public hearing regarding an application, and.
- (2) All property owners who own property, in whole or in part, within 500 feet of the boundary of any property subject to the application;

Property owners above refers to the owners of the land.

The names and addresses of the property owners above shall come from a list prepared by your surveyor using the assessor's records and maps.

The City Must mail postcards to the property owners at least 15 days prior to the public hearing.

PROPERTY SIGN REQUIREMENT

- (1) Signs will be provided by the City Planning Department. A \$500 refundable deposit per sign is required and will be returned when the sign is returned in good condition.
- (2) A sign must be posted on every paved street frontage of the area which is the subject of a Public Hearing.
- (3) Multiple signs must be posted no further than 500 feet apart along any single frontage.
- (4) Sign(s) must be placed in close proximity to the street or highway with a clear and unobstructed visibility to the passing public.

- (5) The applicant shall place said sign(s) fifteen full days prior to the day of the Public Hearing commences and reasonably maintain such signs until the day following the close of the Public Hearing.
- (6) The applicant shall remove required signs after the close of the public hearing.
- (7) Complete the attached affidavit indicating compliance with the foregoing requirements regarding sign placement. Have your signature notarized and **return the notarized document when you return the sign.**
- (8) Failure to post and/or maintain said signs shall be cause for the Commission to deem an application as incomplete. Failure to file the affidavit may provide a basis for a future challenge to your zone change.

PUBLIC HEARING SIGN DEPOSIT

Project: _____ Date Signs Received: _____

Number of Signs: _____ Amount of Deposit: **\$500.⁰⁰**

Hearing Open Date: _____

I the undersigned agree to post notification signs on the subject property in accordance with all appropriate regulations. I will return said signs within three business days of the close of all pending public hearings and/or the termination of the related application process, whichever occurs first. Failure to return said signs shall cause forfeiture of the above deposit. I further give permission to the City of Waterbury to enter my property to retrieve said signs after three business days of the close of all pending public hearings and/or the termination of the related application process, whichever occurs first.

Applicants Signature:

Printed Applicants Name: _____

Date signs Returned: _____	Number of signs returned: _____
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Signature below indicates receipt of returned deposit:

Applicants Signature: _____	Printed Applicants Name: _____
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Complete the attached affidavit indicating compliance with the foregoing requirements regarding sign placement. Have your signature notarized and **return the notarized document when you return the sign.** Failure to post and/or maintain said signs shall be cause for the Commission to deem an application as incomplete. Failure to file the affidavit may provide a basis for a future challenge to your zone change

AFFIDAVIT

POSTING OF SIGNS ON PROPERTIES SUBJECT TO A PUBLIC HEARING

I, _____ (Name of individual or individuals) **herby swear or affirm**

that the sign(s) provided by the City of Waterbury with regard to an application for

a _____ (Type of Application) concerning an area located at:

_____ (Property Address(es))

have been posted as described: A sign or signs was/were posted along every street frontage contiguous to the area of the proposed amendment no further than 500 feet from another sign along the same frontage. Every sign was placed in close proximity to the street or highway with a clear and unobstructed visibility to the passing public. Said signs were installed on _____ (Date sign(s) were installed) on were reasonably maintained in place until _____ (Date sign(s) were removed).

Signature: _____ **Date:** _____

State of Connecticut
County of _____ ss. _____ (Town/City)
On this the _____ day of _____, 20____, before me, (Name of Notary) , the undersigned officer, personally appeared _____ (Name of individual or individuals), known to me (or satisfactorily proven) to be the person(s) whose name(s) _____ (is or are) subscribed to the within instrument and acknowledged that _____ (he, she or they) executed the same for the purposes therein contained.
In witness whereof I hereunto set my hand.

Signature of Notary Public
Date Commission Expires:_____