



**CITY OF WATERBURY
ZONING BOARD OF APPEALS
SPECIAL EXCEPTION APPLICATION**

Property Information:

ADDRESS: _____
TAX ID: _____

DATE: _____

If multiple properties are involved, a separate application must be filed for each property.

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 petition and permission to enter the property in connection with the application)

Is the property within 500 Feet of one or more municipalities? Yes No

Are there any wetlands or watercourses on or adjacent to the property? Yes No

Specify the section(S) of the Zoning Regulations under which the application is being made and clearly describe the proposed use:

If requesting approval of a change from one non-conforming use to another, specify both and explain how the proposed use is less non-conforming:

Explain how you satisfy each condition of the applicable section of the zoning regulations:

Applicant's Interest in the Property:

Applicants Signature: _____ Date: _____

Notes

- Submit 11 copies of this application and all accompanying materials to the Department of Planning, 26 Kendrick Avenue; Waterbury, CT 06702. The application fee is \$630.
- A Class A-2 survey map prepared by a Connecticut Registered Land Surveyor is required unless waived by the Commission.
- Provide photographs plans and any other documentation that will help the ZBA evaluate the application.
- 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.

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

CITY PLAN COMMISSION, 26 KENDRICK AVENUE; WATERBURY, CT. 06702
 TEL: 203 574-6817; FAX: 203 346-3949; E-MAIL: jsequin@waterburyct.org



CITY OF WATERBURY LAND USE PUBLIC HEARING NOTIFICATION REQUIREMENTS

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 \$100 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.

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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

AFFADAVIT

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: _____