



TOWN OF NORTH BRANFORD

Town Hall 909 Foxon Road P.O. Box 287 North Branford, Connecticut 06471
Planning & Zoning (203) 484-6010 Building Department (203) 484-6008 Engineering Department (203) 484-6009
Department Fax (203) 484-6018

ZONING PERMIT APPLICATION

INSTRUCTIONS

1. The attached Zoning Permit application shall be filled in completely by the applicant and submitted to the Zoning Enforcement Officer. It is not a Building Permit and must be approved prior to issuance of any Building Permit.
2. This application shall be accompanied by two copies of a certified plot plan for proposed buildings, structures, or improvements having value of \$500.00 or more.

The plot plan shall be drawn to scale and include the plot plan information, both existing and proposed, as required in Section 62.4a-g of the Town's Zoning Regulations. (See Certified Plot Plan Checklist on page 2).

3. For proposed construction involving only interior alterations, or alterations with no enlargement or extension of any existing building structures, the Zoning Enforcement Officer may waive the required submission of a plot plan. Plot plans accompanying this application which pertain to the non conforming building or structure or a nonconforming lot shall be prepared and certified substantially correct in accordance with a Class 'A-2' survey, by a licensed land surveyor.
4. The Planning and Zoning Administrator may waive any of the plot plan requirements in cases where such information is not needed to determine conformity with these regulations.
5. The applicant shall submit a certified A-2 "as-built" plot plan to the Zoning Enforcement Officer within 14 days after the completion of foundation footings, columns, piers, or walls, for verification of setbacks for any new detached building or structure on a lot. The Zoning Enforcement Officer may require a certified A-2 "As-Built" plot plan in other situations involving close proximity to setback lines, lot lines, wetland boundary lines, or other similar building restrictions.
6. Prior to issuance of a Certificate of Zoning Compliance, the applicant may be required to submit a certified final A-2 as-built plot plan to the Zoning Enforcement Officer for verification of setbacks, lot lines, wetland boundary lines, and other similar building restrictions.
7. Applicants must submit a copy of the Assessor's data card (to be obtained from the Assessor's office) for all applications submitted without a current A-2 survey (prepared within one (1) year of date of application).

**TOWN OF NORTH BRANFORD, CONNECTICUT
ZONING PERMIT APPLICATION**

CERTIFIED PLOT PLAN CHECKLIST

- a. Name of applicant and property owner _____
- b. Area of lot, dimensions, radii and angles or bearing of all lot lines _____
- c. Street address and assessor's map and lot number _____
- d. North arrow and graphic scale _____
- e. Height, dimensions, use, floor area, ground coverage, and location of all buildings and other structures _____
- f. Locations, area, and dimensions of off-street parking and loading spaces, curbcuts, driveways, easements, and right-of-ways _____
- g. Dimensions of all setback lines observed by buildings and structures _____
- h. Location of any on-site sewage disposal system, water supply well, waterline, or connection to a public sewer _____
- i. Signs and other facilities and improvements that are subject to provisions of these Regulations _____
- j. Any wetland watercourses, 100 year flood elevation, and flood way boundary lines _____
- k. Existing and proposed site grades, contours and flood elevation zone data, top of foundation elevation, and any proposed watercourse relocation _____
 - a. Where property is located in a flood prone area include base flood elevations, finished floor elevations.
- l. Additional information needed to determine compliance with the Zoning Regulations _____

Signature of Applicant: _____

Date: _____

**TOWN OF NORTH BRANFORD, CONNECTICUT
ZONING PERMIT APPLICATION**

Date of Application: _____

This application hereby submitted in accordance with the requirements of Section 3.1 and 62 of the Town of North Branford's Zoning Regulations for:

Location:

Property Address _____
Assessor's Map # _____ Lot # _____ Lot Area _____ s.f. _____ acres
Zoning District _____ Lot Frontage _____
Subdivision Name _____ Lot # _____

Owner Information:

Owner's Name _____
Owner's Address _____
Owner's Phone No. _____

Proposed Activity:

_____ New construction _____ Swimming pool
_____ Change in use _____ Addition
_____ Sign _____ Excavation/filling
_____ Other (specify): _____

Property Use:

_____ Single family residence
_____ Two family residence
_____ Commercial (Specify): _____
_____ Industrial (Specify): _____
_____ Other (Specify): _____

Existing Structures:

Description _____
a) Existing Lot Coverage * _____ %
* See back of sheet for calculations
Total Lot Coverage (a + b) _____ %
Setbacks: Front _____ Rear _____ Side _____
Required Setbacks: From Residence Zone _____ Other _____
Parking Spaces Required: _____

Proposed Structures/Signs:

_____ _____
b) Proposed Lot Coverage * _____ %
Front _____ Rear _____ Side _____
Proposed _____

Issuance of this permit will be based upon the plot plan submitted and the information provided. Falsification, by misrepresentation or omission, or failure to comply with the conditions of this permit shall constitute a violation of the North Branford Zoning Regulations.

Signature of Owner _____ Date _____
Signature of Agent _____ Date _____
Agent's Address _____
Agent's Telephone Number _____

**TOWN OF NORTH BRANFORD, CONNECTICUT
ZONING PERMIT APPLICATION**

LOT COVERAGE CALCULATIONS

Existing Buildings and Structures Dimensions *

<u>Building or Structure Use</u>	<u>Length</u>	<u>x</u>	<u>Width</u>	<u>=</u>	<u>_____ s.f.</u>
1.	_____	x	_____	=	_____
2.	_____	x	_____	=	_____
3.	_____	x	_____	=	_____
4.	_____	x	_____	=	_____
5.	_____	x	_____	=	_____
6.	_____	x	_____	=	_____

Total Existing Building and Structure Coverage = _____ s.f.

** Note: The total of building s.f. can be obtained from the Assessor's Field Card. Provide a copy with the Zoning Application.*

Proposed Building and Structure Dimensions

<u>Building or Structure Use</u>	<u>Length</u>	<u>x</u>	<u>Width</u>	<u>=</u>	<u>_____ s.f.</u>
1.	_____	x	_____	=	_____
2.	_____	x	_____	=	_____
3.	_____	x	_____	=	_____
4.	_____	x	_____	=	_____
5.	_____	x	_____	=	_____
6.	_____	x	_____	=	_____

Total Proposed Building and Structure Coverage = _____ s.f.

a) % Existing Lot Coverage = $\frac{\text{Total Existing Building and Structure Coverage (s.f.)}}{\text{Total Lot Area (s.f.)}} \times 100$

= $\frac{\text{_____ s.f.}}{\text{_____ s.f.}} \times 100 = \text{_____ \%}$

b) Proposed Lot Coverage = $\frac{\text{Total Proposed Building and Structure Coverage (s.f.)}}{\text{Total Lot Area (s.f.)}} \times 100$

= $\frac{\text{_____ s.f.}}{\text{_____ s.f.}} \times 100 = \text{_____ \%}$

Total Existing + Proposed Lot Coverage

a) _____% + b) _____% = _____%

Total Existing Lot Coverage Total Proposed Lot Coverage

**TOWN OF NORTH BRANFORD, CONNECTICUT
ZONING PERMIT APPLICATION**

THIS PAGE TO BE COMPLETED BY STAFF

Other Reviews / Approvals:

East Shore Health District Approval: Permit # _____ Date: _____
Planning & Zoning Approval Required: Yes ___ No ___ Date _____ App. # _____
Zoning Board of Appeals Approval: Yes ___ No ___ Date _____ App.# _____
Inland Wetlands & Watercourses Approval: Yes ___ No ___ Date _____ App # _____
Flood Plain Encroachment Permit Required: Yes ___ No ___ Date _____ App # _____
Streambelt Protection District: (Section 33) Yes _____ No _____
Temporary Special Use Permit: (Section 43) Yes _____ No _____ App # _____
Special Use Permit: (Section 42) Yes _____ No _____ App # _____

Conditions of Approval: _____

Driveway Bond: Amount of Bond \$ _____ Date _____

This permit is hereby: _____ **Approved** _____ **Denied**

By _____ Date _____
Zoning Enforcement Officer

By _____ Date _____
Inland Wetlands Enforcement Officer

By _____ Date _____
Planning and Zoning Administrator

By _____ Date _____
Town Engineer

Fee \$ _____
Date Paid _____
Permit # _____