

File No. _____

Ward No. _____

Date of: Filing _____ Hearing _____

Decision _____

APPLICATION TO BOARD OF ZONING APPEALS FOR A SPECIAL EXCEPTION

I. LOCATION of Property _____ St. Ave. Zoning District _____
 Building Line _____

north east _____ St. St.
 side between _____ Ave. and _____ Ave.
 south west _____

north east _____ St.
 corner of _____ Ave.
 south west _____

II. Name of OWNER _____ Address _____
 Date of Purchase _____
 Also, required:

- Proof of ownership
- Proof of agency
- Proof of some other right to property

present
 Name of tenant _____ or proposed purchaser _____
 proposed _____

Name and signature) _____
 of APPLICANT) _____ Address _____

Party to be notified _____ Attorney Address _____
 agent Telephone No. _____

III. THE SPECIAL EXCEPTION (S) sought involve (s):

Use of property. Proposed Use:

Other matters (describe precisely):

IV. SECTION (S) of zoning ordinance giving Board of Zoning Appeals authority to grant the requested special exception (s):

V. Paragraph 63(D) (6) (does) (does not) require referral of this case to the City Plan Commission after Board hearing.

VI. LOT Dimensions (width x depth): _____ LOT Area: _____

List all EXISTING BUILDING (S) AND USE (S) on this lot, giving symbol for legal basis of each. (PR- permitted as right; PS-permitted by special exception; PV-previous variance; NCU-nonconforming use existing at effective date of ordinance or amendment; CAL-previous certificate of approval of location – motor vehicle uses):

(1)
 (2)
 (3)

VII. SUMMARY of reasons asserted for the granting of this special exception, including any relevant discussion of subsection 63(D) of the zoning ordinance and the section (s) cited in question IV above, and listing of any proposed conditions and safeguards (attach additional sheet if needed):

New Haven.....201.....

XIII.

State of Connecticut
County of New Haven

Personally appeared,.....

Authorized Agent for.....Owner, who made oath
that the statements herein were true and correct before me.

.....
Notary Public

XIV. Hearing Fee to be paid upon filing of this Application

Special Exception

Special Exception (PDU)

Required plans filed with Appeal as follows:

(a) **10 copies of a scaled PLOT PLAN,** with a North arrow, showing the lot in question and the following if applicable:

1. existing buildings,
2. proposed construction and use of outdoor areas,
3. existing and proposed curb cuts, driveways, and parking and loading facilities,
4. existing and proposed fences, walls, landscaping and signs,
5. such other information as may be required to define the exact nature of the Special Exception requested:.

(b) **10 copies of scaled FLOOR PLANS and ELEVATIONS:**

for each floor and each side of proposed construction, including use of all floor areas.

BELOW THIS LINE FOR BOARD USE ONLY

XV. **Communication with regard to this Appeal received from:**

City Plan Dept

Health Dept.

Bureau of Engineering

Dept of Traffic & Parking

Police Dept.

LCI – Livable City Initiative

Fire Dept.

XVI. **Previous Board of Zoning Appeals cases at this location (file number, year, proposed construction and/or, Board decision, and court decision where applicable).**

NEW HAVEN BOARD OF ZONING APPEALS

NOTICE is hereby given that State Law requires the Board of Zoning (BZA) to hold a public hearing to review your application and/or appeal. The BZA will make its decision based upon testimony at the public hearing and the documents you submit with your application..

TO BE CONSIDERED COMPLETE, your application **MUST** include the documents and required information listed below.

If you fail to submit the **REQUIRED DOCUMENTS AND INFORMATION** to describe the zoning relief requested, **YOUR APPLICATION AND/OR APPEAL MAY BE DENIED.**

REQUIRED MATERIALS

1. **SIGNED AND NOTARIZED ORIGINAL APPLICATION/APPEAL FORM** **SUBMITTED**
 Answer all questions completely and include a clear, detailed description of your zoning relief proposal. **YES NO**

2. **SCALED SITE PLAN** **SUBMITTED**
Ten (10) copies of Scaled Plans representing the zoning relief sought **YES NO**
 (A MINIMUM SCALE OF 1 INCH = 20 FEET IS STRONGLY RECOMMENDED)

SCALED SITE PLAN with North arrow showing the lot in question and if any:

- Existing buildings;
- Proposed construction and use of indoor and outdoor areas;
- Existing and proposed curb cuts, driveways, parking and loading facilities;
- Existing and proposed fences, walls, landscaping and signs;

If you are seeking yard variances within five (5) feet of a property line or a lot split **a Class A-2 Survey may be required.**

3. **FLOOR PLANS AND ELEVATIONS** **SUBMITTED**
Ten (10) copies of the following if applicable **YES NO**
 SCALED FLOOR PLAN of each floor including use of all floor area.
 SCALED ELEVATIONS for each side, if new construction is proposed.
 A MINIMUM SCALE OF 1/8 INCH = 1 FOOT IS STRONGLY RECOMMENDED

For any change in zoning use classification under the state building code (BOCA), or for any construction costing more than \$25,000, an Architect or Engineer **must** prepare your plans on a **Class A-2 Survey** base.

4. **OTHER INFORMATION**, as necessary to clearly define the nature of the zoning relief or Special Exception sought such as:
 - Days and hours of operation - Number of Employees
 - Provisions for Employee Parking - Signs

NOTE: Required Materials are to be submitted as follows: **SUBMITTED**
a.)The Original Application form and b.) ALL copies of plans and other **YES NO**
materials sorted, folded and stapled in sets (ten total) .

ONCE FILED, FILING FEES(S) FOR YOUR APPLICATION/APPEAL ARE NOT REFUNDABLE

I HAVE READ THIS NOTICE AND UNDERSTAND THAT MY APPLICATION AND/OR APPEAL MAY BE **DENIED** IF THE MATERIALS REQUIRED TO BE SUBMITTED ARE NOT COMPLETE.

BY: _____
 Signature of Applicant

Date: _____20____

Telephone Number _____