

CHECKLIST - Zoning Commission

These items must be submitted prior to seeking placement on the ZONING BOARD agenda:

Four copies of the certified A-2 survey as required by the Wetlands Commission (see above).

- Copy of Assessors Map.
- House Number (obtained through Assessor's office)
- Torrington Area Health approval. Tel. # 489-0436
- Completed Soil and Erosion Permit (from the Land Use office).
This informs the enforcement officer as to who is responsible for the upkeep of soil and erosion control measures, and who to contact if further measures need to be taken. Refer to 2002 CT E&S Guidelines.
- Inland Wetlands approval.
- Copy of property deed.
- Driveway permit. A) \$1000 driveway entrance bond per town ordinance. See John Fredsall for application.
 B) Driveways over 200 feet in length require a Construction and Drainage Plan prepared by a Connecticut Licensed Professional Engineer per Zoning Regulation Section 6.4.3.
 C) Typical Cross Section of Driveway is required to be shown on site plan.

Refer to Ordinance 94 for driveway permit requirements.

- If applicable:
- Historic District approval.
 - Lake Harwinton Area approval (Max Smith 485-1731)
 - Bristol Water Dept. - P.O. Box 58, Bristol, CT 06011
Robert Longo 582-7431 (requires plans)
 - Fire Marshall (William Baldwin (860) 601-8940) for 3 stories and up & commercial property

Inland Wetlands Commission meets the first Monday of each month
Zoning Commission meets the second and fourth Monday of each month
Planning Commission meets the second and fourth Wednesday of each month
except in July/August when they meet the second Wednesday only.

Complete applications and plans must be in the Land Use Office *one week* prior to meetings in order to be placed on the agenda.

As-builts are required in order for the Zoning Enforcement Officer to conduct a final inspection. Certificates of Compliance are issued by the Zoning Enforcement Officer prior to Certificates of Occupancy.
Note that insurance companies may fail to insure claims if CO's are not issued.

No accessory buildings shall be constructed on the property prior to obtaining a Certificate of Occupancy per Regulation 6.1.