



**CITY OF TORRINGTON**  
PLANNING AND ZONING COMMISSION

**APPLICATION FOR LOCATION APPROVAL**

Date: \_\_\_\_\_ Fee: \$210 \_\_\_\_\_ pd (includes \$60 State tax)

Property Location: \_\_\_\_\_  
Map \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_ Size of property: \_\_\_\_\_ sf/A

Applicant's Name: \_\_\_\_\_ (If other than Owner)

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Applicant's e-mail \_\_\_\_\_ Fax: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Owner's e-mail \_\_\_\_\_ Fax: \_\_\_\_\_

Date property was purchased? \_\_\_\_\_

Is this property within 500 feet of another municipality? Yes \_\_\_\_\_ No \_\_\_\_\_ If 'Yes' List the Town: \_\_\_\_\_

Does any portion of this property contain a conservation or land restriction on it? Yes \_\_\_\_\_ No \_\_\_\_\_

If the property subject to approval has a conservation easement or preservation restriction on the land, the holder of the restriction is required to be noticed of the application. The applicant must notify the holder of the land restriction regarding the application by certified mail, return receipt requested, **no later than 60 days** prior to the filing of the application. In lieu of such notice the applicant may submit a letter from the holder of such restriction (or their agent) verifying that the application is in compliance with the terms of the restriction.

Type of approval requested:       Limited Repairer's License                       General Repairer's License  
    Used Car Dealership                                       New Car Dealership  
    Other \_\_\_\_\_

Please describe the location of the property and why it should be considered for Location Approval (State reasons as required by the State Statutes):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List the sections of the Zoning Regulations which would allow the requested Location Approval:

\_\_\_\_\_  
\_\_\_\_\_

*I, the undersigned applicant, understand that this application for Location Approval will be reviewed based on information submitted by me and that falsification by misrepresentation, omission or failure to comply with the conditions of the Location Approval shall constitute a violation of the Zoning Regulations and render any approvals null and void. I further authorize the City's agent to enter the property for the purpose of inspection with regard to this application.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Requirements for application:

- 5 copies of an A-2 survey that shows the property boundaries, roads, driveways, parking, vehicle storage, towing areas, building setback lines, building locations including details of interior office space, streams, ponds, wetlands, natural features etc. Include grading, stormwater management and contours if new construction. The survey shall be signed and sealed by a Connecticut licensed surveyor.
- Original Department of Motor Vehicles, 'Application for Automobile Dealer's or Repairer's License' (K-7 Form).
- Fee in cash or check payable to 'The City of Torrington'.
- Application for Location Approval requires a public hearing. Information regarding public hearings is included on the attached sheet.

# LOCATION APPROVAL APPLICATION

## IMPORTANT INFORMATION FOR THE APPLICANT REGARDING PUBLIC HEARINGS

- 1) Public Notice Sign - The applicant shall obtain from the Planning & Zoning Department a sign notifying the public of the Public Hearing. A \$120.00 refundable deposit shall be made by the applicant to cover the cost of the sign. The sign posting shall conform to the following requirements:
  - i) The applicant shall post the sign in the most conspicuous location on the property affected by the application;
  - ii) The sign shall give the reason for the public hearing (e.g. Location Approval), and the time, date and location of the hearing;
  - iii) The sign shall be clearly visible from the street;
  - iv) The sign shall be posted at least ten consecutive days before the date of the public hearing; and
  - v) The sign shall not be removed until after the close of the public hearing.
  - vi) Failure to post and maintain this sign shall be grounds for the denial of the application.
  
- 2) At least ten (10) days prior to the public hearing, the applicant shall send notice of the public hearing to persons who own land that is adjacent to the land that is subject of the hearing. The proof of mailing shall be evidenced by a certificate of mailing and the person who owns the land shall be the owner indicated on the property tax map or on the last completed grand list as of the date such notice is mailed. This information is available in the Torrington Tax Assessor's Office. The notice shall indicate the reason for the hearing including the hearing time, date and location. Evidence of mailing shall be presented to the Planning & Zoning Commission at or prior to the public hearing.
  
- 3) Questions regarding this application can be directed to the Land Use Office at 489-2220 or 489-2221.