



CITY OF TORRINGTON
Zoning Board of Appeals
VARIANCE APPLICATION

Fee: \$180.00 Paid: \_\_\_\_\_ (Includes \$30 State tax)

Updated 1/3/07

Property Location: \_\_\_\_\_
Zone: \_\_\_\_\_ Assessor's Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_
Size of Property: \_\_\_\_\_ Sf/Acre

Applicant's Name: \_\_\_\_\_
Applicant's Address: \_\_\_\_\_
Day Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Owner's Name: \_\_\_\_\_
Owner's Address: \_\_\_\_\_
Day Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_
Date Property was Purchased: \_\_\_\_\_

This variance request is for: (Check all that apply)

- Principal Use of Lot, No. of Dwelling Units, Accessory Structures, No. of Parking Spaces, Landscaping, Sign(s), Front Yard Setback, Side Yard Setback, Rear Yard Setback, Building Height, Average Lot Width, Building Coverage, Lot Size, Impervious Surface %, Other

Section(s) of the Zoning Regulations from which the variance(s) is being requested: \_\_\_\_\_

Describe the exact variance(s) being requested: \_\_\_\_\_

Describe in detail the exceptional difficulty or unusual hardship (other than financial or personal) which would result if the variance is not granted: \_\_\_\_\_

If the variance is granted, explain what will be done to prevent any adverse impacts to the surrounding properties: \_\_\_\_\_

If the requested variance is a use variance, answer each of the following questions:

1. Do the Zoning Regulations allow for *any* reasonable use of the property in question?

2. Is the proposed use the minimum variance necessary in order to allow reasonable use of the property? Explain. \_\_\_\_\_  
\_\_\_\_\_

3. Will the proposed use adversely impact the surrounding properties? Explain.  
\_\_\_\_\_  
\_\_\_\_\_

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*I, the undersigned applicant, understand that this application for Variance will be reviewed based on information submitted by me and that falsification by misrepresentation, omission or failure to comply with the conditions of the variance 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: \_\_\_\_\_

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FOR OFFICE USE ONLY

Is this property within 500 feet of another municipality? Yes \_\_\_\_\_ No \_\_\_\_\_

If 'Yes', list the town(s): \_\_\_\_\_

Dates Towns were notified of Public Hearing: \_\_\_\_\_

Departmental Comments:

If this application meets your approval, please sign and date. If it does not, please attach a separate sheet with your comments.

Traffic Department: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_

City Planner: \_\_\_\_\_ Date: \_\_\_\_\_

Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

City Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Final Decision (with conditions): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Unusual Hardship or Exceptional Difficulty: \_\_\_\_\_

# VARIANCE APPLICATION

## **IMPORTANT INFORMATION FOR THE APPLICANT**

1. The applicant must submit five (5) copies of this application.
2. The applicant must submit along with the application five (5) copies of a Class D survey prepared by a surveyor licensed by the State of Connecticut. The survey must show, at a minimum, the following:
  - A. Property boundaries (existing and proposed) and their dimensions and bearings;
  - B. Locations of all structures including signs (existing and proposed) with labels;
  - C. Dimensions and locations of all required setbacks;
  - D. Locations of all streets, driveways and parking areas (existing and proposed);
  - E. Location and dimensions of all easements, right-of-ways etc.;
  - F. A vicinity map showing the property's location; and
  - G. Other information necessary to determine the exceptional difficulty or unusual hardship claimed by the applicant (i.e.: wetlands, ravines, significant trees etc.)
3. 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:
  - A. The applicant shall post the sign in the most conspicuous location on the property affected by the application;
  - B. The sign shall give the reason for the public hearing (e.g. variance), and the time, date and location of the hearing;
  - C. The sign shall be clearly legible from the street;
  - D. The sign shall be posted at least ten consecutive days before the date of the public hearing; and
  - E. The sign shall not be removed until after the close of the public hearing.
  - F. Failure to post and maintain this sign shall be grounds for the denial of the application.
4. Letter to Surrounding Property Owners

At least 10 days prior to the public hearing, the applicant shall send a 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 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, hearing date, time and location of the hearing. Evidence of mailing shall be presented to the Zoning Board of Appeals at or before the public hearing.
5. Questions regarding this application can be directed to the Land Use Office at 489-2220 or 489-2221.