



# CITY OF TORRINGTON ZONING BOARD OF APPEALS

## APPEAL FROM THE DECISION OF AN OFFICIAL CHARGED WITH THE ENFORCEMENT OF THE ZONING REGULATIONS

Fee is \$210 (including \$60 State Tax)

Date: \_\_\_\_\_

Property Location: \_\_\_\_\_

Assessor's Map \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone: \_\_\_\_\_ Lot Area: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Appellant: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Appellant Signature: \_\_\_\_\_

Appellant's interest in property: (Check One)

Owner	<input type="checkbox"/>	Contract Purchaser	<input type="checkbox"/>	Lessee
Agent	<input type="checkbox"/>	Abutting Landowner	<input type="checkbox"/>	Other _____

Date of the action being appealed: \_\_\_\_\_

**(Important information for the Appellants: Connecticut General Statutes: Section 8-7 requires that an appeal shall be filed with the ZBA within 30 days of the action being appealed.)**

Name(s) of the official(s) whose order, decision or requirement is being appealed:

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

Action being appealed:

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

Grounds for Appeal:

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

[Public Hearing information on back of form.]

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### FOR OFFICE USE ONLY

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

If yes, the town name(s): \_\_\_\_\_

Date town(s) was notified of Public Hearing: \_\_\_\_\_

Date of ZBA Decision: \_\_\_\_\_ Action: \_\_\_\_\_

## **PUBLIC HEARING & NOTIFICATION REQUIREMENTS**

1. Connecticut General Statutes, *Section 8-7* requires that the notice of the appeal shall be filed with the official whose action is being appealed. The grounds for appeal must be specified.
2. Connecticut General Statutes, *Section 8-6a* states that an appeal may be joined with a request for a variance.
3. Fee for an appeal is \$210.00 [includes \$60 State tax]
4. **PUBLIC NOTIFICATION REQUIREMENTS:**
  - A. Public Hearing Sign - The appellant shall obtain from the Planning & Zoning Department a sign notifying the public regarding the public hearing. A \$120.00 refundable deposit shall be made by the appellant to cover the cost of the sign. The sign shall conform to the following requirements:
    - (1) The appellant shall post the sign in a conspicuous location on the property affected by the appeal;
    - (2) The sign shall give the information on the reason for the hearing (ie: appeal) with the date, time and location of the public hearing;
    - (3) The sign shall be clearly visible from the street;
    - (4) The sign shall be posted at least 10 consecutive days before the public hearing; and
    - (5) The sign shall not be removed until after the close of the public hearing.
  - B. Failure to post and maintain the sign shall be grounds for the denial of the appeal.
5. **LETTER TO ADJACENT PROPERTY OWNERS:**

At least 10 days prior to the public hearing, the applicant shall send a notice of the public hearing to all 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 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. The notice shall indicate the reason for the hearing including the hearing date, time & location. Evidence of mailing shall be presented to the Zoning Board of Appeals at or before the public hearing. (Revised 12/20/06).
6. Questions regarding this appeal can be directed to the Planning & Zoning Department at 860-489-2220 or 860-489-2221.