



TOWN OF VERNON PLANNING & ZONING COMMISSION (PZC)

APPLICATION

This form is to be used to apply to the Vernon Planning & Zoning Commission (PZC) for a change of zoning district, amendment of the Zoning Regulations, Site Plan of Development (POD), Special Permit(s), amendment of the Subdivision Regulations, approval of a (re) subdivision, or DMV location approval. **Provide all the information requested.**

The applicant must be the property owner, the property owner's agent, the Town of Vernon, or someone with a direct financial interest in the subject property; said interest shall be explained and written permission for this application must be obtained from the property owner and submitted with this application if the applicant is not the property owner (ZR Section 2.3).

The list of approvals and the references to sections of the Regulations are for informational purposes only to assist with preparation of the PZC application and are not a definitive statement of the sole requirements that may apply to a specific project.

The applicant understands that the application is complete only when all information and documents required by the PZC have been submitted and, further, that any approval by the PZC relies upon complete and accurate information being provided by the applicant. **Incorrect information provided by the applicant may make the approval invalid.** The PZC may require additional information to be provided by the applicant in the course of reviewing the application and during the monitoring of the project.

I. APPLICANT:

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____ Fax: _____

E-mail _____

II. PROPERTY OWNER(S):

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____ Fax _____

E-mail: _____

If the applicant is not the property owner, include a letter from the property owner authorizing the applicant to seek approval by the PZC. (ZR Section 2.3)

III. PROPERTY

Address: _____

Assessor's ID Code: Map # _____ Block # _____ Lot/Parcel # _____

Land Record Reference to Deed Description: Volume: _____ Page _____

Does this site contain a watercourse and/or wetlands? (See the Inland Wetlands Map and Regulations)

No Yes IWC jurisdictional ruling has been/will be requested

No regulated activity will be done

Regulated activity will be done

IWC application has been submitted

IWC application has not been submitted

Zoning District _____

Is this property located within five hundred (500) feet of a municipal boundary?

No

Yes:

Bolton

Coventry

Ellington

Manchester

South Windsor

Tolland

Check if Historic Status Applies:

Located in historic district:

Rockville National Register District

Talcottville Local District

Individual historic property (see Vernon Code of Ordinances, Sec. 2-126, Designation of historic properties)

IV. PROJECT

Project Name: _____

Project Contact Person:

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

V. PROJECT SUMMARY

Describe the project briefly in regard to the purpose of the project and the activities that will occur. Attach to this application a complete and detailed description with maps and documentation as required by the “**Town of Vernon Zoning Regulations**” and “**Town of Vernon Subdivision Regulations**”.

Purpose: _____

General Activities: _____

VI. APPROVAL(S) REQUESTED

____ Subdivision or Resubdivision

- ____ Subdivision (Sub. Sec. 4, 5, 6)
- ____ Resubdivision (Sub. Sec. 4, 5, 6)
- ____ Minor modification of subdivision or resubdivision (Sub. Sec. 4.6)
- ____ Town acceptance of a road (Sub. Sec. 6.5-6. 8 & 9)
- ____ Amendment of Subdivision Regulations (Sub. Sec. II)

See Subdivision Regulations Sec. 4 for application fee schedules.

____ Soil Erosion and Sediment Control Plan (ESCP) (ZR Sec. 2.117; 18) (Sub. 6.14)

____ Site Plan of Development (POD) (ZR Sec. 14)

- ____ POD approval (ZR Sec. 14.1.1.1; 14.1.2)
- ____ Modification of an approved POD (ZR Sec. 14.1.1.1)
- ____ Minor modification of a site POD (ZR Sec. 14.1.1.2)

____ Special Permit(s) (ZR Section 17.3)

- ____ Special Permit in an aquifer area (ZR Sec. 2.4; 2.5; 2.119; 20)
- ____ Special Permit for excavation (ZR Sec. 2.52; 2.79; 15)
- ____ Special Permit for use in a district (ZR Sec. 1.2 & 4)

- ____ Special Permit for lot coverage (ZR Sec. 1.2; 2.61; 2.68; 4)
- ____ Special Permit for signs (ZR Sec. 1.2; 2.106-115; 4; 16; 21.7)
- ____ Special Permit for parking (ZR Sec. 4; 12; 21.4)

- ____ Special Permit for Bed & Breakfast (B & B) (ZR Sec. 2.9; 17.3.4)
- ____ Special Permit for serving alcohol (ZR Sec. 2.103, 17.1)

- ____ Special Permit for massage (ZR Sec. 2.76-78; 4)
- ____ Special Permit for telecommunications (ZR Sec. 2.21; 3.23 & 23)
- ____ Special Permit for dumps and/or incinerators (ZR Section 8)

____ Other Special Permit(s). Cite ZR Section and describe activity:

VI. APPROVAL(S) REQUESTED (continued)

____ Special Permit modifications (ZR Sec. 17.3.2.2). Cite ZR Section and describe activity.

____ **Zoning:**

- ____ Site specific change of zoning district and map (ZR Sec. 1.2; 1.3; 4)
- ____ Amendment of Zoning Regulations (Sec. 1.2; 1.3; 4)

See Zoning Regulations Section 22 for application fee schedules.

____ **Dealer or Repairer License (location approval for DMV)**

VII. CERTIFICATION AND SIGNATURE

I, the undersigned Applicant or applicant’s agent, hereby certify that I have reviewed the “Town of Vernon Zoning Regulations and/or Subdivision Regulations” and have prepared this application with complete and accurate information:

Property Owner, Applicant, or Applicant’s Agent:

Applicant or Agent Signature	Printed Name	Date
Owner’s Signature, if different	Printed Name	Date

TO BE FILLED IN BY THE PLANNING DEPARTMENT

Date Application Submitted _____

Date Application Received by Commission _____

PZC File: _____