

PLANNING AND ZONING COMMISSION
TOWN OF BRANFORD

1019 Main Street, Branford, CT 06405, Telephone: (203) 488-1255, FAX: (203) 315-2188

APPLICATION TO THE PLANNING & ZONING COMMISSION
FOR APPROVAL OF AN
ACCESSORY APARTMENT

ADDRESS OF PROPERTY _____

TAX MAP _____ BLOCK _____ LOT _____ ZONING DISTRICT: _____

FLOOR AREA: existing structure _____ sq. ft. accessory apt. _____ sq. ft.

Is proposed apartment a) a new addition or b) within the existing house? (Circle one).

PLEASE SUBMIT WITH COMPLETED APPLICATION

1. Application fee. (See fee schedule)
2. Application materials as summarized in "Site Plan and Special Exception Application Requirements," which are appended to the Branford Zoning Regulations.
3. If applicable, provide evidence that abutting property owners have been notified, per Section 9.14G of the Branford Zoning Regulations.

The undersigned states that information submitted with this application is correct and acknowledges that any approval based on erroneous or incomplete information shall be null and void.

Owner _____ Applicant _____

PLEASE PRINT

PLEASE PRINT

Address _____ Address _____

Phone _____ Phone _____

E-mail _____ E-mail _____

Signature _____ Signature _____

FOR OFFICE USE ONLY:

Receipt Date _____ Fee Paid _____

Approved/Denied By _____ Date _____

9.14.G Notification of Abutting Property Owners.

1. For all applications that will require the Commission to hold a public hearing, except amendments to these Regulations, the applicant shall mail written notice to the following persons as required by this Section:
 - (1) The owners of all parcels of land that are the subject of the application.
 - (2) All persons owning property, any portion of which is within 100 feet of the land that is the subject of the application.
2. Said notice shall include, at a minimum:
 - (1) The date, time and location (street address) of the public hearing;
 - (2) The street address of all parcels that are the subject of the application or, if such parcels do not have a street address, adequate geographical information to allow the recipient of the notice to determine the location of the parcels with respect to the nearest street intersection; and
 - (3) The nature of the application (e.g., site plan, special exception, zone change). The notice shall be sent by mail, at least seven (7) days prior to the date of the public hearing. A Certificate of Mailing from the US Post Office of said written notice shall be conclusive evidence of compliance with the provisions of the Section.
3. Property owners, for the purpose of this Section, shall be as they appear on the property street cards in the Town Assessor's office on the date of application, and distances shall be determined from the Assessor's tax maps on the date of said application.
4. Failure to mail such notice to any person or persons shall not in any way invalidate the public hearing, but the Commission may deny an application if it finds that such failure has, or may have, caused prejudice to any intended recipient.