

Town of New Milford
Zoning Commission

Application for Site Plan Approval

Application for Site Plan Approval contains:

- 1) cover page with fee schedule (this page)
- 2) application for site plan review including list of required attachments
- 3) request to waive
- 4) sample notification to water company

<u>Application</u>	<u>Fee Schedule</u>
(a) Site Plan Approval (under Chapter 175 of the Zoning Regulations)	\$100.00 - up to \$100,000 cost of construction (plus \$100 per each additional \$100,000 or portion thereof cost of construction)
(b) Application for Special Permit (under Chapter 180 of the Zoning Regulations)	\$250.00
(c) Application to Amend Zoning Regulations	\$250.00
(d) Application to Amend Zoning Map	\$300.00

The Fees set forth are the minimum fees required. The New Milford Zoning Commission reserves the right to hire, at the applicant's expense, outside consultants, of the Commission's choice in its sole discretion, including but not limited to attorneys and engineers, to assist in the review of any application submitted to the Zoning Commission or the Zoning Enforcement Officer. If the Commission or its staff believes the cost of processing or reviewing an application will exceed those fees set forth above, the Commission may require additional fees be paid at the time of application. When the actual cost of processing and reviewing an application exceeds the actual fees paid, the New Milford Zoning Commission shall bill the applicant for the actual excess amount. If all fees required herein are not paid, the Commission shall consider the application incomplete, and deny it. If the Commission approves an application with fees still owing, no zoning permits or certificates of zoning compliance shall be issued until such time as all outstanding fees are paid to the Commission. If the actual cost of reviewing and processing an application is less than the amount submitted by more than \$100, and the applicant has paid more than the amount noted in the fee schedule, the excess fees paid will be refunded to the applicant, upon request.

P.A. 06-53

In accordance with P.A. 06-53 you are hereby notified that effective October 1, 2006 The Commissioner of the CTDPH must be notified by applicants submitting an application to a municipal Zoning Commission, Planning and Zoning Commission, Zoning Board of Appeals or Inlands Wetlands Commission for any project on any site located within a public water supply aquifer protection area or watershed area. For further information refer to CGS 8-3i and CGS 22a-42f. Additional information regarding this requirement may be obtained from the New Milford Land Use Offices.

Town of New Milford Zoning Commission
Application for Site Plan Review

Date received by Zoning: _____

Fee paid: _____

I Applicant: _____

Mailing address: _____

Signature: _____

Phone: _____

Email: _____

II Owner of Record: _____

Mailing address: _____

Signature: _____

Phone: _____

Email: _____

(NOTE: If applicant is **not** the owner of record, please attach a notarized statement from the owner of record granting the applicant permission to appear before the Commission for the use requested.)

III **Street # & address of property:** _____

Tax Assessor's map: _____ Lot size (sq. ft): _____ Acres: _____

Tax Assessor's lot: _____ Zone: _____

IV Does the above parcel, or any portion of the parcel, fall into the 100 year flood plain?

____ YES (if YES, attach explanation) ____ NO

V Submission to Inland Wetlands (IWC) must be concurrent with the submission of this application. Has approval from the IWC been received? ____ YES ____ NO

VI Intended use of the premises per Town of New Milford Zoning Regulations (*state section of the regulations under which the application is being submitted*):

- VII Attach:
- * Detailed letter of request regarding the proposal
 - * Assessor's map with site highlighted
 - * List of abutting property owners
 - * 3 (three) copies of a Traffic impact study prepared by a Traffic Engineer licensed in the State of CT
 - * 3 (three) copies of the Storm Water Management Plan
 - * 3 (three) copies of the Soil Erosion and Sedimentation Control Plan
 - * 5 (five) copies of an A-2 survey showing as-is conditions
 - * 9 (nine) copies of the proposed site plan at a scale no smaller than 1" = 40'
 - * 9 (nine) copies of any interior layouts required showing "as is" conditions and proposed changes including any necessary schedules to show relationships, sizes and individual and total square footage.
 - * Notification to water company (if applicable)
 - * REQUEST TO WAIVE ANY REQUIRED ITEM MUST BE IN WRITING

The above, with attachments, copies and applicable fee must be filed with the Zoning Office by fifteen (15) days prior to the Zoning Commission Meeting.

New Milford Zoning Commission
Site Plan Submission

REQUEST TO WAIVE

DATE: _____

Applicant: _____

Property Address: _____

I request that the Zoning Commission waive the required submission of the following items specified under subsection 175-020(3):

- _____ A. Class A-2 Survey
- _____ B. Location Map
- _____ C. Engineered Site Plan
- _____ D. Existing Conditions Map
- _____ E. Building Floor Plans and Renderings
- _____ F. Stormwater Management Plan
- _____ G. Lighting Plan
- _____ H. Landscape Plan
- _____ I. Comprehensive Traffic Impact Report
- _____ J. Soil Erosion and Sedimentation Control Plan
- _____ K. Waste Management Plan
- _____ Other – Please list of attach separate Letter: _____

Signature

Printed Name

Local Water Company Sample Letter

VIA CERTIFIED MAIL-RETURN RECEIPT REQUESTED

Date

Attention: Mr. Kevin W. Moran
United Water Company
110 Kent Road
New Milford, CT 06776-3416

Re: Application for Site Plan and Special Permit
Applicant:
Address:

Dear Sir/Madam:

Pursuant to the provisions of Sections 8-3i, 22a-42f of the Connecticut General Statutes, you are hereby notified of the filing of applications for a site plan and special permit with the Zoning Commission of the Town of New Milford. Copies of applications are enclosed for your review.

If you should have any questions, please do not hesitate to contact me.

Very truly yours,

NAME

enclosures

