

Application:

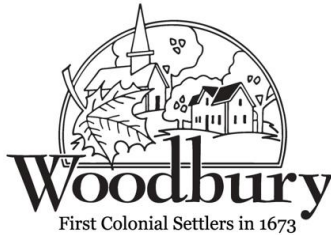
Address:

Town of Woodbury
281 Main Street South
Woodbury, CT 06798

Land Use Office – 203.263.3467

See Last
Page for
Fees

**APPLICATION
for
SPECIAL PERMIT**



Application:

Address:

_____ Date

Property Address: _____

Assessor Map # _____, Lot # _____ Acreage _____

Zone: R-40 OS-60 OS-80 OS-100 GA MSD PI EE MQ

Applicant _____ Phone _____

Address _____ Email _____

Property Owner _____ Phone _____

Address _____ Email _____

Primary Agent _____ Phone _____

Address _____ Email _____

Signatures _____
Applicant Property Owner Primary Agent

By filing this application, the above grant that the Town of Woodbury Zoning Commission and its duly authorized agents to walk upon and inspect the subject premises at reasonable times.

Is the subject property located within (in full or part) any of the following:

Historic District No Yes – if so: HD#1 HD#2

Aquifer Protection District No Yes

FEMA 100-year Floodplain No Yes

Contain or within 100 feet of a wetland and/or watercourse No Yes

Within 500 feet of a vernal pool No Yes

Within 500 feet of a neighboring Town No Yes – Town of _____

Note – for any of the above checked “Yes” – please contact the Land Use Office before submitting this application to determine other permits/approvals that may be required.

Current Property Use _____

Proposed Use _____

Special Permit per Zoning Section _____

Use Description (attach separate Statement of Use and Project Narrative with details)

Are any signs also proposed? No Yes (*Provide size, location and construction on Site Plans*)

APPLICATION CONTENTS:

Provide one (1) original and nine (9) copies of all applications, reports and plans (total of 10)

1. Completed Application
2. Project Narrative (detailing what is proposed, facility alterations, new improvements, etc.)
3. Statement of Use (type, days/hours open, number of employees, typical daily operations, etc.)
4. List of Abutting Property Owners (names/ mailing addresses) per Assessor records
5. Copy of recorded (Town Clerk Office) property deed with legal description (Schedule A)
6. Current certified Class A-2 Survey
7. Site Development Plans
 - Existing Conditions Map showing existing site features and topography (2-foot contours)
 - Layout Plan (including Zoning Compliance and Off-Street Parking Compliance Tables)
 - Grading and Utility Plan
 - Soil Erosion and Sediment Control Plan
 - Landscaping Plan
 - Lighting Plan (photometrics and light details)
 - Site Details
 - Architectural Building Floor Plans and Elevations
8. PE Stormwater Management Analysis and Plan
9. Traffic Study
10. Fee Payment

Public Hearing Requirements:

Upon the scheduling of a public hearing by the Zoning Commission, Planning Commission and/or Zoning Board of Appeals, **the applicant shall notify by mail all owners of property abutting the subject property** according to the current Grand List together with any additional properties deemed by the Zoning Commission to be potentially impacted by the development, including parcels separated from the subject property by a public street or other municipal property, **at least 7 days in advance of the initial public hearing**. The notice shall include a brief description of the application along with the date, time, and location of the public hearing. **The applicant shall submit to the Zoning Commission, Planning Commission, or Zoning Board of Appeals, as appropriate, a list of all property owners notified and certificates of mailing of the required notice to each such property owner as evidence of compliance with this requirement.**

Notice Requirements for Aquifer Protection Area or Watershed of Water Company:

In accordance with Section 8-3i of CGS an application for a project located within an aquifer protection area or the watershed of a water company requires the applicant to notify the Commissioner of the Department of Public Health and the local water company no later than seven (7) days after the date of application via certified mail, return receipt requested. The Aquifer Protection Area map is available in the land use office for review.

Addresses for Water Companies in Woodbury:

- Aquarion Water Company
714 Black Rock Road
Easton, CT 06612
Attn. Supervisor Environmental Protection

- Watertown Fire District
24 Deforest Street
Watertown, CT 06795

Address for Connecticut Department of Public Health:

Connecticut Department of Public Health
410 Capital Avenue, MS#51WAT
P.O. Box 340308
Hartford, CT 06134
www.ct.gov/dph

TOWN OF WOODBURY • LAND USE FEE SCHEDULE

Application		Town	State*	Total Fee
A.	Special Permit Fee	\$250	\$60	\$310
B.	Site Plan Fee – Based on the estimated cost of construction as determined by the Land Use Department staff in accordance with the following schedule: <ul style="list-style-type: none"> • Up to \$100,000 cost of construction • Plus for each additional \$100,000 or portion thereof cost of construction 	\$100 \$100	\$60	\$160 TBD
C.	Site Plan Approval Application Fee for Change of Use (No Construction / No Public Hearing Required)	\$150	\$60	\$210
D.	Minor Modification of Special Permit / Site Plan (No Public Hearing Required)	\$150	\$60	\$210
E.	Earth Excavation District Application / Permit Renewal	\$550	\$60	\$610
F.	Earth Excavation District Monitoring / Inspection Fee is due upon issuance of permit in accordance with Section 7.9. Fee is based on projected cubic yards of earth Material to be excavated during permit term.	\$10/1,000 cy	\$60	TBD
G.	Flood Plain Permit Application	\$100	\$60	\$160
H.	Zoning Regulations Text Amendment Petition	\$300	\$60	\$360
I.	Zoning Map Amendment Petition	\$300	\$60	\$360
<p>*Connecticut General Statutes §22a-27j requires the Town to collect an additional “State Fee” for municipal planning, zoning and wetlands permit applications which the Town then pays to CT DEEP.</p>				