

File No. _____ Ward No. _____
Date of: Filing _____ Hearing _____ Decision _____

APPEAL TO THE BOARD OF ZONING APPEALS FOR A VARIANCE

I. **LOCATION of Property** _____ St. Ave. Zoning _____
District _____ Building Line _____
north east _____ St. Ave. and _____ St. Ave.
side between _____ Ave. and _____ Ave.
south west _____
north east _____ St. Ave.
corner of _____ Ave.
south west _____

II. Name of OWNER _____ Address _____
Date of Purchase _____
Also, required:
Proof of ownership
Proof of agency
Proof of some other right to property
present
Name of tenant _____ or proposed purchaser _____
proposed
Name and signature)
of APPLICANT) _____ Address _____
Party to be notified _____ attorney Address _____
agent _____ Telephone # _____

III. **THIS APPEAL** relates to:
 principal building (s) accessory building land
and its or their:
 use lot area distance between buildings
 # of dwelling units average lot width amount of parking or loading
 floor area building coverage location of parking or loading
 yards building height signs
 size of courts usable open space _____

IV. **SECTION (S)** of zoning ordinance appealed from: _____

V. **PRECISE VARIANCE (S)** sought involve (s): _____

VI. **LOT** Dimensions (width x depth): _____ LOT Area: _____
List all EXISTING BUILDING (S) AND USE (S) on this lot, giving symbol for legal basis of each. (PR- permitted as right; PS-permitted by special exception; PV-previous variance; NCU-nonconforming use existing at effective date of ordinance or amendment; CAL-previous certificate of approval of location – motor vehicle uses):
(1)
(2)
(3)

VII Describe in detail the **DIFFICULTY or UNREASONABLE HARDSHIP** asserted to be in the way of carrying out the strict letter of the zoning ordinance: _____

VIII. What circumstances concerning this property are **PECULIAR** to it and not applicable to the area as a whole? **EXPLAIN.**

IX. Would the requested variance be subject to appropriate **CONDITIONS** and **SAFEGUARDS**? **EXPLAIN.**

X. Would the requested variance be in **HARMONY** with the general purpose and intent of the Ordinance? **EXPLAIN**

XI. If the requested variance is a **USE** variance, answer each of the following:

1. Do the zoning regulations allow **NO REASONABLE USE** of the property in question for reasons **PECULIAR** to the property and not applicable to the area as a whole? **EXPLAIN.**

2. Is the use proposed the **MINIMUM** variance necessary in order to allow a reasonable use of the property? **EXPLAIN.**

3. Will the use impair the essential **CHARACTER** of the area or the **OBJECTIVES** of the **COMPREHENSIVE PLAN** of the City? **EXPLAIN.**

4. If any attempts have been made to **SELL** the property for use in accordance with the purposes for which it is zoned, supply the following information:
 - a) period (s) in which placed on market and agent (s) in each period.
 - b) period (s) listed with Real Estate Board:
 - c) period (s) advertised in newspaper (attach copy of one or more such ads, if any):
 - d) other sales efforts during each period:
 - e) asking price during each period:

XII. Value data:

- a) date owner purchased the property:
- b) purchase price:
- c) date and declared value of subsequent building permits:
- d) current assessment:
- e) use (s) to which owner has put the property since purchase:
- f) gross and net income for each of the last 3 years.

New Haven.....200.....

XIII.

State of Connecticut
County of New Haven

Personally appeared,.....
Authorized Agent for.....Owner, who made oath
that the statements herein were true and correct before me.

.....
Notary Public

- XIV.** Hearing Fee to be paid upon filing of this Application – see Fee List attached
- Bulk Variance
- Use Variance
- Use and Bulk Variance

Required plans filed with Appeal as follows:
8 copies of a scaled PLOT PLAN, with a North arrow, showing the lot in question and the following (if any):

existing buildings,
proposed construction and use of outdoor areas,
existing and proposed curb cuts, driveways, and parking and loading facilities,
existing and proposed fences, walls, landscaping and signs,
that part of any building on adjoining lots that is located within 20 feet of the lot in question, and
such other information as may be required to define clearly the question involved.

7 copies of scaled FLOOR PLANS and ELEVATIONS:
for each floor and each side of proposed construction, including use of all floor areas.

BELOW THIS LINE FOR BOARD USE ONLY

- XV. Communication with regard to this Appeal received from:
- | | | |
|--|---------------------------------------|--|
| <input type="checkbox"/> City Plan Dept | <input type="checkbox"/> Health Dept. | <input type="checkbox"/> Bureau of Engineering |
| <input type="checkbox"/> Dept of Traffic & Parking | <input type="checkbox"/> Police Dept. | <input type="checkbox"/> _____ |
| <input type="checkbox"/> LCI – Livable City Initiative | <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> _____ |

XVI. Previous Board of Zoning Appeals cases at this location (file number, year, proposed construction and/or, Board decision, and court decision where applicable).

NEW HAVEN BOARD OF ZONING APPEALS

NOTICE is hereby given that State Law requires the Board of Zoning (BZA) to hold a public hearing to review your application and/or appeal. The BZA will make its decision based upon testimony at the public hearing and the documents you submit with your application..

TO BE CONSIDERED COMPLETE, your application **MUST** include the documents and required information listed below. If you fail to submit the **REQUIRED DOCUMENTS AND INFORMATION** to describe the zoning relief requested, **YOUR APPLICATION AND/OR APPEAL MAY BE DENIED. IN ORDER TO PROCESS, APPLICATION MUST BE LEGIBLE**

REQUIRED MATERIALS SUBMITTED

1. **SIGNED AND NOTARIZED ORIGINAL APPLICATION/APPEAL FORM.** **YES NO**
 Answer all questions completely and include a clear, detailed description of your zoning relief proposal.

2. **SCALED SITE PLAN** **SUBMITTED**
Eight (8) copies of Scaled Plans representing the zoning relief sought **YES NO**
 (A MINIMUM SCALE OF 1 INCH = 20 FEET IS STRONGLY RECOMMENDED)

SCALED SITE PLAN with North arrow showing the lot in question and each of the following, if any:

- Existing buildings;
- Proposed construction and use of indoor and outdoor areas;
- Existing and proposed curb cuts, driveways, parking and loading facilities;
- Existing and proposed fences, walls, landscaping and signs;
- That part of any building on adjoining lots that is located within 20 feet of the lot(s) in question; and

If you are seeking yard variances within five (5) feet of a property line or a lot split **a Class A-2 Survey is required.**

For a Certificate of Approval of Location (CAL) for an automotive use, **TWO (2)** original stamped copies of **a Class A-2 Survey are required.**

3. **FLOOR PLANS AND ELEVATIONS** **SUBMITTED**
Seven (7) copies of the following if construction or a change of use (see arrow below) is proposed: **YES NO**
 (A MINIMUM SCALE OF 1/8 INCH = 1 FOOT IS STRONGLY RECOMMENDED)

- SCALED FLOOR PLAN of each floor including use of all floor area.
- SCALED ELEVATIONS for each side, if new construction is proposed.

For any change in zoning use classification under the state building code (BOCA), or for any construction costing more than \$25,000, an Architect or Engineer **must** prepare your plans on **a Class A-2 Survey** base.

NOTE: As requested above, Required Materials are to be submitted as follows: The Original Application form. ALL plans and other materials **MUST** be sorted and stapled in sets.

4. **OTHER INFORMATION**, as necessary, to clearly define the questions involved and the zoning relief sought, such as:

- Days and hours of operation
- Provisions for Employee Parking
- Number of Employees
- Signs

ONCE FILED, FILING FEES(S) FOR YOUR APPLICATION/APPEAL ARE NOT REFUNDABLE

I HAVE READ THIS NOTICE AND UNDERSTAND THAT MY APPLICATION AND/OR APPEAL MAY BE **DENIED** IF THE MATERIALS REQUIRED TO BE SUBMITTED ARE NOT COMPLETE.

BY: _____

Signature of Applicant

Date: _____ 20 ____

Telephone Number _____