



## Town of Waterford

Department of Planning and Development  
www.waterfordct.org

### Office Use Only

Date Submitted: \_\_\_\_\_

Processed By: \_\_\_\_\_

App. No.: \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_

## Variance Application to the Zoning Board of Appeals

Property Address: \_\_\_\_\_

### 1. Type of Variance Application(s) (Check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Residential       | <input type="checkbox"/> CAM Residential     | <input type="checkbox"/> Location of Approval DMV |
| <input type="checkbox"/> Other Residential | <input type="checkbox"/> CAM Non-Residential | <input type="checkbox"/> Other: _____             |
| <input type="checkbox"/> Non-Residential   |  |   |

### 2. Owner(s) of Record (As listed on deed)

Name: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell Phone#: \_\_\_\_\_  
City/State: \_\_\_\_\_ Email: \_\_\_\_\_

### 3. Applicant Information

Name: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell Phone#: \_\_\_\_\_  
City/State: \_\_\_\_\_ Email: \_\_\_\_\_

### 4. Agent Information

Name: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell Phone#: \_\_\_\_\_  
City/State: \_\_\_\_\_ Email: \_\_\_\_\_

### 5. Application Request Type

I/We hereby apply for:

Variance from the Zoning Regulations ☐

Repairer's/Dealer's License ☐

**6. Parcel Information**

Map/Block/Lot: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ Street No. &amp; Name: \_\_\_\_\_

Approximate Size SF/AC: \_\_\_\_/\_\_\_\_ Date acquired: \_\_\_\_\_ Zone(s): \_\_\_\_\_

Deed recorded in Waterford Land Records Volume Number: \_\_\_\_\_ Page(s): \_\_\_\_\_

Located on the side \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ feet  
(N, S, E, W) (STREET)\_\_\_\_\_ from the intersection of \_\_\_\_\_ and \_\_\_\_\_  
(N, S, E, W) (STREET) (STREET)The variance relates to *(please check one)*:Use: ☐ Area: ☐ Frontage: ☐Yards/Setbacks: ☐ Signs: ☐ Dealer/Repairer: ☐**7. Zone District**

	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT SIZE			
MINIMUM FRONTAGE			
MINIMUM FRONT YARD			
MINIMUM SIDE			
MINIMUM REAR YARD			
MAXIMUM BUILDING COVERAGE			
MAXIMUM BUILDING HEIGHT			
MINIMUM PARKING SPACES			

**8. Under what section(s) of the Zoning Regulations is the appeal based?***Attach additional sheet if necessary***9. Specifically state amount of variance or action Board is requested to take:***Attach additional sheet if necessary***10. What is the hardship claimed? See Sections 27.4 and 27.5 of the Zoning Regulations**

**11. Has/Have any previous appeal(s) been filed in connection with these premises during the past ten calendar years?**

Yes ☐

No ☐

If yes, \_\_\_\_\_ and \_\_\_\_\_  
*Date(s)* *Appeal Number(s)*

**12. Coastal Area Management Boundary**

Is the property within the Coastal Area Management Boundary?

Yes ☐

No ☐

Is a CAM report required?

Yes ☐

No ☐

If yes, is the report attached?

Yes ☐

No ☐

If No, note the exempt section(s) of Zoning Regulations \_\_\_\_\_

**13. Owner, Applicant and/or Agent Acknowledgement**

By signing below, the Owner and Applicant hereby grant the Waterford Zoning Board of Appeals and its authorized agents, including the Zoning Enforcement Officer, and Town Public Works Staff, the right to enter the premises, subject of the application, to inspect and verify the information contained in the variance application.

I/We hereby depose and say that all the above statements and the statements contained in any papers submitted herewith are true to the best of my knowledge and belief.

\_\_\_\_\_  
*Signature of Owner*

\_\_\_\_\_  
*Signature of Applicant/Agent*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*



## ZONING BOARD OF APPEALS APPLICATION CHECKLIST

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*Applications for the Zoning Board of Appeals must include the following:*

- ☐ Fees

*Please note: Fees are determined by a standard process fee in addition per variances.  
Cash or check is the accepted form of payment.*

- ☐ Submission of two sets of the following:

- ☐ Application
- ☐ Plot plans
- ☐ Legal description (deed)
- ☐ List of all property owners within 150 feet
- ☐ Town of Waterford Assessor's map of property owners within 150 feet
- ☐ Town of Waterford Assessor's street card

The Zoning Board of Appeals will require at least 10 additional copies after review of the application, depending on what variances are requested. The applicant will be notified by the Zoning Board of Appeals office on how many and when the additional copies are required.

TOWN OF WATERFORD ZONING BOARD OF APPEALS

LIST OF PROPERTIES WITHIN 150'  
OF PROPERTY LOCATED AT:

SUBMIT THIS FORM WITH APPLICATION

[illegible]

TOWN OF WATERFORD ZONING BOARD OF APPEALS

LIST OF PROPERTIES WITHIN 150'  
OF PROPERTY LOCATED AT:

SUBMIT THIS FORM WITH APPLICATION

[illegible]