

# Town of Litchfield

## Application for Zoning Permit

Permit fee with  
Declared construction cost not to exceed

\$5,000 - \$90.00	\$100,000 - \$170.00
\$20,000 - \$100.00	\$250,000 - \$260.00
\$50,000 - \$125.00	\$500,000 - \$360.00

For each \$100,000 thereafter  
All fees include State of Connecticut DEP  
Environmental Quality Fund Fee

\$100.00

### Applicant information:

### Name on Check

name	<input type="text"/>	Fee	<input type="text"/>
street	<input type="text"/>	Check #	<input type="text"/>
city	<input type="text"/>	state	<input type="text"/>
	zip	<input type="text"/>	phone
		<input type="text"/>	<input type="text"/>

### Lot information:

street name	<input type="text"/>	map block lot	<input type="text"/>
Owner	<input type="text"/>	Lot size	<input type="text"/>
	Lot frontage	<input type="text"/>	Zone
		<input type="text"/>	<input type="text"/>
If subdivision, name of map/lot# <input type="text"/>			

### Proposed Activity:

Description of activity	<input type="text"/>		
length	<input type="text"/>	width	<input type="text"/>
	Height	<input type="text"/>	SQ FT
		<input type="text"/>	<input type="text"/>
other proposed structures	<input type="text"/>	length	<input type="text"/>
		width	<input type="text"/>

### Approvals:

Driveway permit <input type="checkbox"/>	Special Exception <input type="checkbox"/>	Fire Marshal <input type="checkbox"/>	Flood Plain Permit <input type="checkbox"/>
TAHD <input type="checkbox"/>	Site Plan <input type="checkbox"/>	DRAC <input type="checkbox"/>	Sewer <input type="checkbox"/>
Historic <input type="checkbox"/>	Wetland <input type="checkbox"/>	DOT <input type="checkbox"/>	BHC <input type="checkbox"/>

Variance <input type="checkbox"/>	Date <input type="text"/>	Art/Sec No. <input type="text"/>	Name <input type="text"/>	description <input type="text"/>
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This permit, if issued, is based upon the plot plan submitted. Falsification, by misrepresentation or omission, or failure to comply with the conditions of approval of this permit shall constitute a violation of the Town of Litchfield Zoning Regulations.

Date

Office Use Only: Signature of Applicant \_\_\_\_\_ Signature of Owner - Required \_\_\_\_\_

Property Use  Type of permit approved:

Approved Date

Denied Remarks:

\_\_\_\_\_  
Signature of Zoning Enforcement Officer

**Town of Litchfield**  
**Instructions for completing application for Zoning Permit**

1. **Lot information:** If property is located in an approved subdivision, give the lot number and map designation.
2. **Wetlands:** If the proposed construction is in or affects a regulated area of wetlands or watercourses, (100' of a wetlands soil type or 150' of a stream, lake or pond), a copy of a wetlands permit granted by the Litchfield Inland Wetlands Commission should accompany the application.
3. **Driveway:** If a driveway connecting to a town road is to be constructed, it must comply with the driveway ordinance of the Town of Litchfield. Approval for the driveway connection must be obtained through the Public Works Department at 101 Russell St. between 7:00 am and 3:30 p.m. (phone# 860 567-7575). If connecting to a State Highway, a permit must be obtained from the CT Dept. of Transportation. You may reach the DOT District Permit Inspector at 860 672-6671.
4. **Health District/Sewer Authority/Bridgeport Hydraulic Co.:** If the property is or will be serviced by a septic system, or a water supply a permit must be obtained from the Torrington Area Health District and a copy of such must accompany this application (***all new homes, additions, accessory buildings and swimming pools need approval from the Health District***). You may contact the Health District at 860 489-0436 between 9:00 a.m. and 4:00 p.m., it is located at 350 Main St. in Torrington. For properties serviced by the Litchfield Sewer Authority, you may contact The Litchfield Water Pollution Control Authority at 860 567-7580 between 8:00 am and 4:30 pm. The sewer department is located at 29 Stoddard Road, Bantam. For water supply you may contact Aquarion Water Co. between 8:00 a.m. and 4:00 p.m. at 1-800-732-9678.
5. **New Dwelling Units:** If the permit application is for a new residence, a street number should first be obtained from the Tax Assessor. The Tax Assessor is located at the Town Hall Offices at 74 West Street and may be reached between 9:00 a.m. and 4:30 p.m. at 860 567-7559.
6. **Historic Districts:** If the subject property is located in the Borough of Litchfield or Milton Historic District, a Certificate of Appropriateness must first be obtained prior to obtaining a building permit.
7. **Taxes:** Property taxes for the property must be current, a building permit cannot be issued if taxes are due. The Tax Collector may be reached between 9:00 a.m. and 4:30 p.m. at 860 567-7557.
8. **Sketch:** A sketch sufficient to show compliance with the set back requirements must accompany this application. The following is required:
  - a) Indicate north by arrow
  - b) All property lines must be shown
  - c) Location of all existing buildings/structures must be shown.
  - d) Distance from outside walls of proposed building/structure(s) to all property lines must be shown
  - e) Show location of septic system and well
  - f) Indicate dimensions of proposed building/structure(s).
9. **Fee:** The applicable fee must accompany the application (see fee schedule on application form). Checks should be made payable to the Town of Litchfield.

# PLOT PLAN

Depth \_\_\_\_\_ Ft.

Frontage \_\_\_\_\_ Ft.

Front Setback \_\_\_\_\_ Ft.

Side Setback \_\_\_\_\_ Ft.

Side Setback \_\_\_\_\_ Ft.

Rear Setback \_\_\_\_\_ Ft.

Information supplied by: \_\_\_\_\_

Name