



FOR ZBA USE ONLY:

ZBA File No. _____

Date Received: _____

Town of Clinton
54 East Main Street Clinton, Connecticut 06413
Zoning Board of Appeals (ZBA)
TELEPHONE: (860) 669-6133
Website: www.clintonct.org
FAX: (860) 664-4469

APPLICATION CHECK LIST

Submit the original plus 12 copies of application including all attachments

Project address (please print): _____

Applicant(s) (please print): _____

FOR APPLICATIONS FOR CERTIFICATE OF VARIANCE

PRIOR TO THE SUBMISSION OF AN APPLICATION you **must** address the applicable requirements in CZR Section 4 (Procedures) and other sections of the Clinton Zoning Regulations that may apply to your application (see clerk).

The application packet shall be stapled and include, in this order, the following documents:

- Checklist
- Application
- Assessor's Field Card (Single Sided)
- Assessor's Map
- Abutting property map
- Abutting property list
- List of Professionals
- Copies of previous certificate(s) of variance (see the street file)
- Report from the Fire Marshal
- Report from the Director of Health

ZBA - Variance
Application Checklist
Revised: July 1, 2015

- Transmittal letters (See Section 4.13 of the Clinton Zoning Regulations)
 - Ground Coverage Calculation Sheet
 - Coastal Site Plan Review (CAM) Application (if applicable – See staff)
 - Coastal Resources (CAM) Map (If applicable – See staff)
 - Choose one:
 - Site Plan (Meeting the requirements of Section 4.22 of the Clinton Zoning Regulations)
 - Plot Plan (Meeting the requirements of Section 4.30 of the Clinton Zoning Regulations)
 - Choose one:
 - Architectural Plan (Meeting the requirements of Section 4.23 of the Clinton Zoning Regulations)
 - Project Plan (Sketch of project or brochure, etc.)
 - Floor Plan (If applicable – See staff)
 - Any additional information that you feel would be helpful to the ZBA when making their decision
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