

<i>For Office Use Only</i>
APPLICATION NO. _____
DATE FILED: _____
DECISION DATE: _____
DECISION: _____

**BRISTOL ZONING COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR SPECIAL PERMIT**

The undersigned Applicant hereby applies to the Bristol Zoning Commission for approval under Section(s) _____ of the Bristol Zoning Regulations for the following Special Permit use: _____

Address or Location of the Property: _____

Assessor's Map No.: _____ Assessor's Lot No.(s): _____

Zone of the Property: _____ Size of the Property (in acres or square feet): _____

Reason for the Special Permit: _____

Does this application involve an activity regulated by the Inland Wetlands Agency? [] yes [] no

If yes, has an application for a permit been submitted to the Inland Wetlands Agency? [] yes, on _____ [] no

Other comments: _____

NOTE: Section 8-3c(a) of the Connecticut General Statutes requires that, if an application for a Special Permit involves an activity regulated under the Inland Wetlands and Watercourses provisions of the statutes, the applicant shall submit an application for a wetlands permit to the local Inland Wetlands Agency no later than the day the Special Permit application is filed.

APPLICANT (If more than one, list on Page 2)

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ *Signature – (Printed/Typed)* _____

CHECK ONE: [] owner [] other (specify): _____

OWNER(S) OF RECORD (If other than Applicant; if more than one, list on Page 2)

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ *Signature – (Printed/Typed)* _____

THIS APPLICATION MUST BE FILED IN PERSON NO LATER THAN 12 NOON ON THE DEADLINE DAY FOR APPLICATION SUBMISSION – NO EXCEPTIONS!

**CITY OF BRISTOL, CONNECTICUT
SUPPLEMENTARY INFORMATION**

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Address or location of property: _____

ADDITIONAL INFORMATION/COMMENTS (click inside the box below and begin typing)

ADDITIONAL APPLICANT

Name: _____ CHECK ONE: [] owner [] other: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

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Name: _____ CHECK ONE: [] owner [] other: _____

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Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

**BRISTOL ZONING COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR SPECIAL PERMIT**

The following shall be included as part of this application:

- filing fee (make checks payable to "City of Bristol"):
 - Special Permits except for earth removal: \$310 (includes \$60 State fee)
 - Special Permit for earth removal: \$310 (includes \$60 State fee) *plus* \$100 per acre of land or portion thereof proposed to be disturbed
- four copies of a plan containing, at a minimum, all the information required below
- any other data and drawings as may be required by the Zoning Commission

PLAN SUBMISSION REQUIREMENTS FOR SPECIAL PERMIT

If the Special Permit involves: (a) a change of use or occupancy of an existing building, where such change will alter a zoning requirement (such as parking) but not enlarge the building; or (b) a change to an existing building, where such change will increase the gross floor area of the building not more than 20 percent, the accompanying plan shall be drawn to an appropriate scale and, at a minimum, shall contain:

- name of the property owner
- address of the property
- north arrow (approximate)
- property lines (including length)
- lot area (in square feet or acres)
- any significant features (e.g., streams, large trees)
- buildings and structures (e.g., house, garage)
- driveways and parking spaces

For all other Special Permits, the accompanying plan shall be based upon a Class A-2 survey map prepared by a registered land surveyor licensed to conduct business in the State of Connecticut; shall be drawn to a scale no greater than 1" = 50', on sheets no larger than 30" by 42" in size; and, at a minimum, shall contain the following information:

- title block showing the name of the development or plan, the name of the property owner, and the name of the developer
- address or location of the property
- scale; north arrow (approximate)
- date of the original plan; date and nature of each subsequent revision
- small key map showing the location of the lot relative to surrounding properties and streets
- property lines of the lot with accurate distances and bearings
- lot area, in acres or square feet
- dimension, location and type of existing and proposed easements and rights-of-way on or immediately adjacent to the lot
- zoning district of the lot
- required front, side and rear yard setback lines
- names of abutting property owners
- existing natural features such as wooded areas (shown by foliage lines), major rock outcroppings, large trees, etc.
- location and extent of wetlands, watercourses, floodplains, and stream encroachment lines on the lot
- existing contours at intervals of not greater than five feet or, on lots that are generally level, spot elevations
- location, dimensions, size (gross floor area), height and use of existing and proposed buildings and structures
- preliminary layout and dimensions of parking spaces, driveways, loading areas
- preliminary layout of storm drainage, sanitary sewer lines, water lines

The Zoning Commission may modify or waive any of the plan requirements listed above if, in its judgment, such information is deemed to be unnecessary for deciding upon the Special Permit.

The Zoning Commission may require additional information to be provided by the Applicant if, in its judgment, such information is deemed necessary for deciding upon the Special Permit.

Stormwater Permit Information for Developers and Contractors

If your project disturbs more than one acre of land, regardless of phasing, you are responsible for the requirements of the Connecticut Department of Energy & Environmental Protection (DEEP) *General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities* (“Construction Stormwater General Permit”).

If your project is greater than 5 acres, you are required to submit a registration for the Construction Stormwater General Permit at least 60 days prior to the planned commencement of the construction activity. A copy of your Stormwater Pollution Control Plan shall be provided to the City upon request.

If your project is between one and five acres, you must adhere to the erosion and sediment control land use regulations of the City of Bristol which can be found in the Code of Ordinances, Zoning Regulations and Inland Wetland and Watercourses Regulations, as well as the Connecticut Guidelines for Soil Erosion and Sediment Control and the Connecticut Stormwater Quality Manual. No registration or plan review and certification is required for such construction activity provided a City of Bristol land-use commission (i.e. Planning, Zoning, or Inland Wetland) reviews and issues a written approval of the proposed erosion and sediment control measures, pursuant to the requirements of section 22a-329 of the Connecticut General Statutes.

More information can be obtained by calling the DEEP at 860-424-3000 or visiting their Construction Stormwater General Permit webpage at:

http://www.ct.gov/deep/cwp/view.asp?a=2721&q=558612&DEEPNav_GID=1654