

**PLANNING AND ZONING COMMISSION  
TOWN OF HADDAM  
30 FIELD PARK DRIVE  
HADDAM, CT 06438**

**APPLICATION FOR SITE PLAN REVIEW**

MAP \_\_\_\_\_ LOT \_\_\_\_\_ LOCATION \_\_\_\_\_

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

ZONE: \_\_\_\_\_ DEED REFERENCES: Volume \_\_\_\_\_ Page \_\_\_\_\_

Zoning regulations under which this application is being made: \_\_\_\_\_

Completely describe the proposed activities, uses, and structures for which this application is being made: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please include the following items with your application:

1. Application Form
2. Site Plan (as indicated in the Haddam Zoning Regulations)
3. Wetland Agency Permit or Statement from the Wetland Enforcement Officer
4. Any other State, Federal or Local permits required
5. Application Fee

Are there any waivers requested as part of this application? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The owner applicant hereby grant the Haddam and Zoning Commission, and/or it's designated agent, permission to enter the property for which this permit is requested for the propose of inspection and enforcement of the Haddam Zoning Regulations.

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
DATE

.....  
**ADMINISTRATIVE USE ONLY:**

DATE RECEIVED: \_\_\_\_\_ FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_ CASH \_\_\_\_\_

REV. 2/06/12

## **PUBLIC NOTICE SIGNS**

PUBLIC NOTICE SIGNS ARE NOW PART OF THE HADDAM ZONING AND SUBDIVISION REGULATIONS. PLEASE READ THE FOLLOWING REGULATION:

### **30-5 Sign**

For each application for a site plan approval for which a public hearing has been noticed or special permit,, the applicant shall post a sign, not smaller than thirty six (36) inches, facing the street, and visible from the street, bearing the following words with letters not less than three (3) inches high and provided by the Land Use Office.

### **PUBLIC NOTICE**

This property is the subject of an application  
Before the Haddam Planning and Zoning Commission  
For information, call the Land Use Office at 345-8531

Such sign shall be posted at least ten (10) days before any public hearing on (not including the day of the public hearing or the day the sign is erected) on the application.

The applicant shall, at the time of the Commission meeting at which the matter is to be acted upon, or at the time of the public hearing, submit an affidavit of compliance with this provision, and a photo of the actual sign

## PLANNING & ZONING APPLICATIONS

Any home/land owner can apply to the Land Use Department for uses outlined in the Haddam Zoning Regulations. Some uses are allowed by Zoning Permit only and do not need further Commission approval. Many uses require site plan review or Special Permit and require Planning and Zoning Commission approval. Certain types of activities, per Zoning Regulations, must be heard by the Planning and Zoning Commission. Haddam Zoning Regulations can be found at:

<http://www.haddam.org/zoning-regulations.html> or in the Haddam Land Use Office

Any time someone seeks relief from the Code, it is heard by the Haddam Zoning Board of Appeals – the most common application type is a Variance.

Note: The Commission or Board may deny any incomplete application.

### IF AN APPLICATION IS DENIED:

#### Zoning Permit:

If Denied by the Zoning Officer, you may make an appeal to the Haddam Zoning Board of Appeals.

#### Site Plan, Special Permit, Subdivision or other application:

If Denied by the Planning and Zoning Commission, the Applicant can appeal the denial decision to the Connecticut Superior Court within 15 days of the publication in the newspaper of the Legal Notice of Decision.

If Denied by the Haddam Zoning Board of Appeals, the Applicant can appeal the denial decision to the Connecticut Superior Court within 15 days of the publication in the newspaper of the Legal Notice of Decision.

The Applicant can also substantially change the details of the Application, and reapply to the Commission or Board. A new Application Fee will apply.

**Note:** All Decisions (Approval or Denial) by either the Planning and Zoning Commission or the Haddam Zoning Board of Appeals are published in the Middletown Press.

Anyone may appeal a Decision within the 15 day appeal period, which begins the date that the Decision is published in the newspaper.

Sections 8-7, 8-9 of the Connecticut State Statutes discuss the Appeals process in detail. Please see [www.cga.ct.gov](http://www.cga.ct.gov) Chapter 124, Section 8