



SITE PLAN APPLICATION

Application No. _____

Fee paid _____

Location of site: _____ Map _____ Block _____ Lot _____

Proposed Use: _____

Zoning District: GC ___ M-1 ___ M-2 ___ RA-80A ___ RA-80 ___ RA-40 ___ RA-15 ___

Applicant: _____

Address: _____ Phone Number: _____

Is the property located with 500 feet of any town line? Yes ___ No ___ Town _____

The undersigned hereby makes application to the Planning and Zoning Commission for Site Plan approval in accordance with the provisions of Section 4.5, Schedule A Permitted Uses and Article 17 of the Zoning Regulations.

Signature _____ Date: _____

Section 1 - Submission of Application

The submission of this application is under the provisions of:

- _____ Article 17 Site Plan Approval
- _____ Article 17.12 Site Plan Modification
- _____ Article 7 Flood Plain District
- _____ Article 11 Aquifer Protection District

Section 2 - Previous Application

Has a previous Site Plan Application been filed for the same premises? Yes ___ No ___

Section 3 - Placement on Agenda

In order for the Commission to consider your application, it must be received in the Planning and Zoning Office (Land Use Office) no later than five (5) working days prior to the next regularly scheduled meeting.

Section 4 - Plans and Documentation

Unless otherwise directed by the Commission, Site Plan applications must be accompanied by the following required documentation.

a. Article 17 - Site Plan Approval

1. Site Plan (including date and title)
2. Architectural Plan
3. Flood hazard area data (where and if applicable)
4. Soil Erosion and Sediment Control Plan (where and if applicable)
5. Sanitation Certificate (WPCA or Health District)
6. Certificate of Public Convenience (where and if applicable)
7. Other documentation (traffic analysis, regional or local impact, etc.)
8. Application fee plus all costs associated with this application (ie. legal publications, mailings, engineer reviews).

b. Article 6 - Flood Plain District

1. Flood hazard area data (including boundaries)
2. Base flood elevations above the mean sea level
3. Lowest floor elevations (including basement above mean sea level)
4. Any other requirements as contained in Thomaston’s Flood Plain Management Ordinance.

c. Article 11 - Aquifer Protection District

1. Formal report from the Connecticut Water Company
2. Identification of the types and quantities of liquid, solid or gaseous materials to be stored deposited or discharged on the property.
3. Will there be underground storage of fuel? Yes _____ No _____
4. Will there be any hazardous waste on site? Yes _____ No _____
5. Will there be road salt storage? Yes _____ No _____
6. Will subsurface disposal exceed 350 gallons per day/per acre in the direct discharge area? Yes _____ No _____

Section 5 - Reasonable Decision

If the Commission believes they can make a reasonable decision on an application, they may not require a detailed analysis of all the elements as specified in Sections 17.3.1, 17.3.2, or 17.3.3 of the Zoning Regulations.

Section 6 - Reduction of Application Fee

The Commission shall have the authority by resolution to reduce the application fee. However, the application fee shall not be less than \$100.00.

Section 7 - Extension of Time

If the Commission needs additional time in order to properly review an application, will the applicant consent to an extension of time? Yes _____ No _____

Section 8 - Incomplete Application

Unless waived by a resolution of the Commission, the failure of the applicant to submit any of the required items will constitute an incomplete application.

Section 9 - General Guidelines

a. Meetings

The Commission will hold a meeting on each application. The Commission may require a public hearing.

b. Documentation and Information

It is recommended that the applicant or their authorized agent be present at the meeting. You must be prepared to document and present information showing how the proposed use of the site along with any buildings/structures and other facilities conform to the standards and requirements as specified in the regulations. All standards are in addition to any other requirements of the zoning regulations applicable in the zone in which the proposed use is to be located. The Commission may obtain additional information on its own initiative.

c. Inspections

Once the Commission accepts your application, any member of the Commission or their staff (Land Use Officer/Town Engineer) may inspect your premises provided advance notification is given to your or your agent.

d. Modifications

Your Site Plan may be given approval by the Commission subject to modifications or conditions deemed necessary in order to conform to the standards of Section XVII or any other requirements of the Thomaston Zoning Regulations.

Section 10 Inspection by the Town Engineer

The applicant shall agree to pay inspection and review costs incurred by the Town Engineer during the initial application review process. If additional site inspection and review is necessary and required by the Commission, after approval is granted and prior to completion of the project, the applicant shall also be responsible for all costs incurred by the Town Engineer, as per the fee schedule assessed to the Town in a given year by the Town Engineer.

For Office Use Only

Commission meeting when application was received _____

Was a waiver requested? Yes _____ No _____

Was a waiver granted? Yes _____ No _____

Public hearing date _____ Continuation _____

Date approved _____

Modifications/Conditions

