Please note that pursuant to the provisions of C.G.S. § 8-3(f), you may provide notice of the issuance of either a building permit, zoning permit, or certificate of occupancy for this project by publication in the Greenwich Time stating that such certification or permit has been issued and the date of its issuance. Any such notice shall contain (A) a description of the building, use, or structure, (B) the location of the building, use, or structure, (C) the identity of the applicant, and (D) a statement that the aggrieved person may appeal to the Zoning Board of Appeals within 30 days of issuance in accordance with the provisions of C.G.S. § 8-7.

STEP ONE – Property and Contact Information

Parcel ID #: __________________________
Address: __________________________
Flood Zone: __________________________
Lot Size: __________________________
Property Zone: __________________________
□ conforming  □ non-conforming
No. of family units now?: __________________________
No. of family units to be?: __________________________
Owner name: __________________________
Owner Phone: __________________________
Applicant name: __________________________
Applicant Phone: __________________________
Email: __________________________
Contractor name: __________________________
Contractor Phone: __________________________
Tenant name: __________________________
Tenant Phone: __________________________

STEP TWO – Project Description (be specific)

STEP THREE – Check off what you are applying for

□ Residential Projects
Value of Work up to $250,000.
Value = $ __________________________
□ Residential Projects
Value of Work is over $250,000.
Value = $ __________________________
□ Commercial/ Multifamily
Value of Work up to $250,000.
Value = $ __________________________
□ Commercial/ Multifamily
Value of Work is over $250,000.
Value = $ __________________________
□ Signs or Awnings
□ Outdoor Dining
□ Special event / tent
Value = $ __________________________
□ Other, define

STEP FOUR – Zoning Information

If your answer is Yes to any question, please provide information in the last column

□ Y  □ N Zoning Board of Appeals Variance granted?
ZBA application # __________________________
□ Y  □ N Vacant Lot?
P&Z Address: __________________________
□ Y  □ N Cam Zone?
P&Z application # __________________________
□ Y  □ N Property Subdivided?
P&Z application # __________________________
□ Y  □ N Site Plan application
P&Z application # __________________________

SETBACKS - Front: __________________________
Side / Rear: __________________________
Building Height: __________________________
# of stories: __________________________
□ Sewer  □ Septic

OFFICE USE ONLY

□ Within 10% of maximum FAR
□ Section 6-141 applies
□ ARC Approved
□ Cubic Vol. over 150k

Comments / Project Name: __________________________
C.V. Permit # __________________________
Receipt #: __________________________
Payment Info: __________________________
Approved □  Denied □
Reviewed by: __________________________
ZEO signature: __________________________
Date: __________________________

Zoning F.A.R. Calculation
Square Feet of Building Area

<table>
<thead>
<tr>
<th>Existing Space</th>
<th>New Space</th>
<th>Total of Existing &amp; New</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement</td>
<td>First Floor</td>
<td></td>
</tr>
<tr>
<td>Second Floor</td>
<td>Third Floor</td>
<td></td>
</tr>
<tr>
<td>Attic</td>
<td>Garage, sheds</td>
<td>Other</td>
</tr>
</tbody>
</table>

Actual Total Building Area =
Permitted F.A.R. (FAR) = __________________________
Total Area of Property (TAP) = __________________________
Maximum permitted FAR x TAP = __________________________

Calculations prepared by:
Name (Print) __________________________
Phone: __________________________
Signature __________________________
(Invalid without signature)

Zoning Review
Office Use Only

REQUIREMENT  Date completed
□ P&Z Conditions Apply
□ CAM approved by P&Z
□ Sec. 6-12 (foundation only)

PRIOR TO CO
□ As-built FAR plans
□ As-built Grade Plane
□ w/
□ P&Z conditions apply
□ Sec. 6-12 (location)
□ w/
□ Flood Elevation Certificate
□ Zoning Inspections
□
□
□
□

□ Amendment(s)
□ Temp. C.O. SIGN-OFF:

□ FINAL C.O. SIGN-OFF:

All applications must be filed in person. We do not accept any applications by mail