



ZONING PERMIT APPLICATION

Town of Greenwich, Land Use - Zoning Enforcement Division
 101 Field Point Road, Greenwich, CT, 06830
 Phone: (203) 622 -7753 Fax: (203) 622-7848 www.greenwichct.org

DATE: ___/___/___

FEE: _____

STEP ONE – Property and Contact Information		
Parcel ID #:	Address:	
Flood Zone:	Lot Size: <input type="checkbox"/> conforming <input type="checkbox"/> non-conforming	Property Zone:
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:	

Zoning F.A.R. Calculation Square Feet of Building Area			
	Existing Space	New Space	Total of Existing & New
Basement			
First Floor			
Second Floor			
Third Floor			
Attic			
Garage, sheds			
Other			

Place an asterisk next to the primary contact

STEP TWO – Project Description (be specific)

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

STEP THREE – Check off what you are applying for	
<input type="checkbox"/> Residential Projects Value of Work up to \$250,000. Value = \$	<input type="checkbox"/> Residential Projects Value of Work is over \$250,000. Value = \$
<input type="checkbox"/> Commercial/ Multifamily Value of Work up to \$250,000. Value = \$	<input type="checkbox"/> Commercial/ Multifamily Value of Work is over \$250,000. Value = \$
<input type="checkbox"/> Signs or Awnings <input type="checkbox"/> Outdoor Dining <input type="checkbox"/> Special event / tent	<input type="checkbox"/> Other, define Value = \$

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

STEP FOUR – Zoning Information	
<i>If your answer is Yes to any question, please provide information in the last column</i>	
<input type="checkbox"/> Y <input type="checkbox"/> N Zoning Board of Appeals Variance granted?	ZBA application #
<input type="checkbox"/> Y <input type="checkbox"/> N Vacant Lot?	P&Z Address:
<input type="checkbox"/> Y <input type="checkbox"/> N Cam Zone?	P&Z application #
<input type="checkbox"/> Y <input type="checkbox"/> N Property Subdivided?	P&Z application #
<input type="checkbox"/> Y <input type="checkbox"/> N Site Plan application	P&Z application #

**Zoning Review
Office Use Only**

REQUIREMENT	Date completed
<input type="checkbox"/> P&Z Conditions Apply	
<input type="checkbox"/> CAM approved by P&Z	
<input type="checkbox"/> Sec. 6-12 (foundation only)	
PRIOR TO CO	
<input type="checkbox"/> As-built FAR plans	
<input type="checkbox"/> As-built Grade Plane <input type="checkbox"/> w/	
<input type="checkbox"/> P&Z conditions apply	
<input type="checkbox"/> Sec. 6-12 (location) <input type="checkbox"/> w/	
<input type="checkbox"/> Flood Elevation Certificate	
<input type="checkbox"/> Zoning Inspections	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/> Other	
<input type="checkbox"/> Amendment(s)	
<input type="checkbox"/> Temp. C.O. SIGN-OFF:	
<input type="checkbox"/> FINAL C.O. SIGN-OFF:	

SETBACKS - Front:	Side /	Rear:
Building Height: # of stories:	<input type="checkbox"/> Sewer	<input type="checkbox"/> Septic

OFFICE USE ONLY

<input type="checkbox"/> Within 10% of maximum FAR	<input type="checkbox"/> Section 6-141 applies
<input type="checkbox"/> ARC Approved	<input type="checkbox"/> Cubic Vol. over 150k

Comments / Project Name:

C.V. Permit #

Receipt #:	Payment Info:
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<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Reviewed by:	ZEO signature:	Date:
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All applications must be filed in person. We do not accept any applications by mail
 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.