

# Town of Litchfield Zoning Permit Application

## Form 2023ZP

### Information

Applicant Name: \_\_\_\_\_ Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Lot Address: \_\_\_\_\_

City/state/zip: \_\_\_\_\_ City/state/zip: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Activity Address: \_\_\_\_\_ Map/Block/Lot: \_\_\_\_\_

Lot size: \_\_\_\_\_ Zone: \_\_\_\_\_

Describe Proposed Activity/Use: \_\_\_\_\_

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_ Total square feet: \_\_\_\_\_

Other proposed structures: \_\_\_\_\_

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_ Total square feet: \_\_\_\_\_

### Other Approvals (Circled):

Special Exception Site Plan Flood Plain Design Review Wetlands

Milton Historic Litchfield Historic Public Works CTDOT WPCA

Fire Marshal TAHD ZBA Variance \_\_\_\_\_

This permit is approved based upon the plot plan submitted. Falsification, by misrepresentation or omission, or failure to comply with the conditions of approval of this permit shall constitute a violation of the Town of Litchfield Regulations.

Date: \_\_\_\_\_

Applicant Signature

Owner Signature

Permit fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Payment Type: \_\_\_\_\_

Fees: Permit fee with declared construction cost not to exceed:

\$5,000 = \$90.00 \$20,000 = \$100.00 \$50,000 = \$125.00

\$100,000 = \$170.00 \$250,000 = \$260.00 \$500,000 = \$360.00

For each \$100,000 thereafter = \$100.00

All fees include State of Connecticut DEEP Environmental Quality Fund Fee

### DEPARTMENT USE ONLY – ZONING PERMIT

Approved/Denied (Circled) Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

Remarks: \_\_\_\_\_

ZEO Signature: \_\_\_\_\_

**Town of Litchfield**  
**Instructions for completing application for Zoning Permit**

1. **Lot information:** If property is located in an approved subdivision, give the lot number and map designation.
2. **Wetlands:** If the proposed construction is in or affects a regulated area of wetlands or watercourses, (100' of a wetlands soil type or 150' of a stream, lake or pond), a copy of a wetlands permit granted by the Litchfield Inland Wetlands Commission should accompany the application.
3. **Driveway:** If a driveway connecting to a town road is to be constructed, it must comply with the driveway ordinance of the Town of Litchfield. Approval for the driveway connection must be obtained through the Public Works Department at 101 Russell St. between 7:00 am and 3:30 p.m. (phone# 860 567-7575). If connecting to a State Highway, a permit must be obtained from the CT Dept. of Transportation. You may reach the DOT District Permit Inspector at 860 672-6671.
4. **Health District/Sewer Authority/Bridgeport Hydraulic Co.:** If the property is or will be serviced by a septic system, or a water supply a permit must be obtained from the Torrington Area Health District and a copy of such must accompany this application (***all new homes, additions, accessory buildings and swimming pools need approval from the Health District***). You may contact the Health District at 860 489-0436 between 9:00 a.m. and 4:00 p.m., it is located at 350 Main St. in Torrington. For properties serviced by the Litchfield Sewer Authority, you may contact The Litchfield Water Pollution Control Authority at 860 567-7580 between 8:00 am and 4:30 pm. The sewer department is located at 29 Stoddard Road, Bantam. For water supply you may contact Aquarion Water Co. between 8:00 a.m. and 4:00 p.m. at 1-800-732-9678.
5. **New Dwelling Units:** If the permit application is for a new residence, a street number should first be obtained from the Tax Assessor. The Tax Assessor is located at the Town Hall Offices at 74 West Street and may be reached between 9:00 a.m. and 4:30 p.m. at 860 567-7559.
6. **Historic Districts:** If the subject property is located in the Borough of Litchfield or Milton Historic District, a Certificate of Appropriateness must first be obtained prior to obtaining a building permit.
7. **Taxes:** Property taxes for the property must be current, a building permit cannot be issued if taxes are due. The Tax Collector may be reached between 9:00 a.m. and 4:30 p.m. at 860 567-7557.
8. **Sketch:** A sketch sufficient to show compliance with the set back requirements must accompany this application. The following is required:
  - a) Indicate north by arrow
  - b) All property lines must be shown
  - c) Location of all existing buildings/structures must be shown.
  - d) Distance from outside walls of proposed building/structure(s) to all property lines must be shown
  - e) Show location of septic system and well
  - f) Indicate dimensions of proposed building/structure(s).
9. **Fee:** The applicable fee must accompany the application (see fee schedule on application form). Checks should be made payable to the Town of Litchfield.

## PLOT PLAN

Rear	
Serback	
	Fr.

Side Setback \_\_\_\_\_ Ft.

Side Setback  
Ft.

Depth \_\_\_\_\_ Ft.

Frontage \_\_\_\_\_ Ft.

Front  
Serback  
Ft.

Information supplied by: \_\_\_\_\_  
Name