



**TOWN OF DARIEN
ZONING BOARD OF APPEALS
APPLICATION FORM**

Office Use only:

CALENDAR #

Date Submitted:

Application is hereby submitted for approval of the following (check all that apply):

- Variance of the Darien Zoning Regulations under Section(s) _____ . The variance being requested is _____ in lieu of _____ required.
- Coastal Site Plan Review under Section 813 of the Darien Zoning Regulations.
- Appeal of a decision, order, requirement or determination of the Zoning Enforcement Officer under Section 1122 of the Darien Zoning Regulations.
- Other (specify) _____

Property Location:

Street Address: _____

Assessor's Map(s) # _____ as Lot(s) # _____

Subject property is situated on the [north south east west] side of _____ (street)
(circle as appropriate)
approximately _____ feet [north south east west] from the corner formed by the
(circle as appropriate)
intersection of _____ and _____ (streets).

Zoning District(s): _____ Size of Site: _____ square feet, _____ acres

The subject property is is not within 500 feet of an adjoining municipality.

Applicant:

Name: _____

Address: _____

Phone #: _____

Fax #: _____

E-mail address: _____

Signature: _____

Property Owner:

Name: _____

Address: _____

Phone #: _____

Fax #: _____

E-mail address: _____

Signature: _____

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Representative or Contact Person (to whom all correspondence shall be addressed)

Name: _____

Company/Firm: _____ Phone #: _____

Address: _____ Fax #: _____

Email address: _____

Signature: _____

As part of the subject request, are you proposing to demolish all or part of an existing structure?
Yes / No (circle one) If so, All / Part (circle one)

Date of deed of the property of present owner: _____

Is the property subject to any restrictive covenant that might affect the proposed activity?
Yes / No (circle one) If so, please attach.

List below any prior applications to the Zoning Board of Appeals (ZBA) affecting these premises:

“ITEM K”---Summary of proposed activity and development:

More detailed explanation should be attached to this application. This should include a statement of the purpose and explanation of this application; the principal points on which it is based; a description of existing conditions; proposed changes or work; alternatives investigate (and their potential impacts; the hardships related to the land to justify the variance. Personal, family, and financial conditions are NOT justification for a variance. Attach a complete statement on 8-1/2 x 11 pages, with the title “ITEM K”, and include the name and address.

Application Fee of \$360. Fee is \$360 for a Variance, Interpretation and/or Appeals (*as of 5/1/2011*)
See Appendix B - Schedule of Fees of Darien Zoning Regulations.
Make checks payable to the “Town of Darien”

See requirements under Section 1040 for the applicant’s responsibility regarding notification of nearby property owners.

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Unless specifically waived in advance and in writing by the ZBA Staff, all required materials must be submitted as part of this application:

The following information is required:

*Development Plan(s) completed in accordance with “Site Plan Checklist” –
Ten (10) Sets of Plans including:*

For Building Setback or Building Coverage Requests under Section 406 of the Zoning Regulations:

- Existing and Proposed Conditions based on updated “A-2” Survey
- Site Development Plan
- Grading and Storm Drainage Management Plan
- Computations and Analysis of Stormwater Runoff
- Landscaping Plan
- Architectural Floor Plans and Elevations
- Utility Plans
- Chart or Table of Zoning Data
- Soil Erosion and Sedimentation Control Plan
- Staging or Phasing Plan

For Coastal Site Plan Reviews under Section 813 of the Zoning Regulations:

- Base Map showing regulated area(s)
- Environmental Assessment Report
- Review of CAM policies & goals

For Flood Regulation-related variance requests under Section 820 of the Zoning Regulations:

- Base Map of Flood Zones and Elevations
- Architectural Floor Plans including elevation of each floor level within the structure
- Engineering Report and certification regarding impact on flood conditions
- Assessed Value of Land and Building
- Estimated Cost of Proposed Changes

For Parking Variances under Section 900 of the Zoning Regulations:

- Detailed Plans of Existing and Proposed Conditions
- Report Detailing Operation methods, Nature of the Business, and Parking Report

For additional information, see the “[ZBA Revised Basic Instructions Form](#)” on the Town of Darien web site: www.darienct.gov.

Last revised 5/2011.

ZBA\ZBA Revised Basic Applic form