

INSTRUCTIONS FOR ZONING PERMIT APPLICATION

Fill out the attached application completely. Please provide a permanent or winter address with the application if it differs from your summer address.

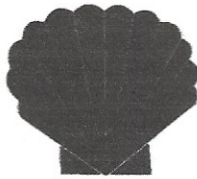
For "Description of Proposed Use" provide a description of the structure to be built. For example: construction of a garage, storage shed, fences, second story addition, etc.

Provide one (1) copy of the application form and the appropriate fee along with the following:

- A site plan showing lot dimensions, location of existing structures and location of proposed structures. This plan does not need to be too scale for minor projects but must be complete and accurate. Include important dimensions on the plan such as distances to property lines.
- A building plan showing all dimensions including length, width, height, projections (bay windows, overhangs, etc.) and attached structures such as decks, stairs, etc. Deviation from this plan without prior approval from the Zoning Officer will result in revocation of the Zoning Permit. The plans for new houses and major revisions need to be the same plans to be presented to the East Lyme Building Department.
- An A-2 survey must accompany new house permit applications. The Zoning Officer may require surveys for other applications when the property lines are in question. "As-built" surveys, including location of overhangs, architectural projections, etc., will also be required upon completion of work.

Upon permit approval, the site plan and application signed by the Zoning Officer will be kept on file by the Zoning Officer, and the approved zoning permit application will be forwarded to the applicant and the Building Official of the East Lyme, CT Building Department.

When any use, construction, erection or modification requiring a zoning permit is commenced prior to obtaining a zoning permit approved by the Zoning Officer, the fee for making application for a zoning permit shall be three times the amount otherwise applicable under this section. The value of the proposed work is to be calculated using the same formula used by the building department of the Town of East Lyme. For fences, which do not require a building permit from the Town of East Lyme, use the actual estimated cost.



CRESCENT BEACH ASSOCIATION

ZONING PERMIT APPLICATION

P.O. BOX 424 NIANTIC, CT. 06357

Zoning Permit No: _____ Date Received: _____

Project Location: _____

Property Owner's Name: _____

Property Owner's Mailing Address _____

Property Owner's Phone # _____ Email _____

Contractor's Name _____ Phone _____

Contractor's Email _____

Description of Work: _____

Owner / Agent Signature: _____

Application Information:

A-2 Survey ___ Site Plan ___ Building Plans ___ Erosion Control ___

Coastal Flood Plain: Yes / No Variance Granted _____

Property Size (sq. ft.) _____ Lot Coverage (sq. ft.) _____ % Coverage _____

Estimated Value / Cost of Work: _____ Permit Fee: _____ Check# _____

(CBA Zoning Permit Fee is \$25.00 for the first \$1,000 plus \$5.00 for every \$1,000.00 or portion of thereafter. Make checks payable to Crescent Beach Association)

Contact Jim Ventres-ZEO if you have any questions at CBAZEO23@yahoo.com or 860-819-1760

APPROVED / DENIED DATE: _____ APPLICATION NO. _____

Signature of Zoning Official: _____

Comments and Conditions: _____
