

## Zoning Board of Appeals

**Residential Application / Appeal Fee: \$ 125.00 + \$50 per each additional variance requested on the same application.**

**Commercial Application / Appeal Fee: \$175.00 + \$50 per each additional variance requested on the same application.**

**Filing date: 23 days prior to hearing. See ZBA schedule for meeting and closing dates. Application forms available at the Windsor Building Dept.**

**Information needed to complete the form is available to the applicant at the Assessors Office: Map, Block, Parcel No., Volume and Page.**

**The applicant composes letter to abutters. Applicant may use the language of legal notice as acceptable notice. Notification must be by *USPS Certificate of Mailing* to all abutting property owners within 100 feet and postmarked no less than 10 days prior to the hearing. Proof of mailing must be brought to the hearing. Proof will be collected at the hearing before the case may be presented.**

**10 copies of the site plan are the responsibility of the applicant. If a dimensional variance is being requested, a new A-2 class survey must be provided with the application.**

**Legal Ad will be advertised by the Building Dept. not more than 15 days or less than 10 days prior to hearing and again not more than 5 days or less than 2 days prior to the hearing in a locally published newspaper.**

**Public Hearing Sign to be posted 10 days prior to hearing. This sign will be made by the Building Dept.**

**Applicant will receive a copy of staff comments for review prior to the meeting.**



First in Connecticut. First for its citizens.

Date: October 6, 2016
To: Anna Posniak, Town Clerk
From: Robert J. Ruzzo
Subject: Zoning Board of Appeals Meeting Schedule 2017

The Zoning Board of Appeals generally meets the 3rd Wednesday of each month at 7 PM. in the Council Chambers in Town Hall. There is no August meeting. Any Special Meeting will be posted and filed with at least 24 hours advance notice with the Town Clerk.

MEETING DATE

APPLICATION DEADLINE

January 18, 2017 LUDLOW RM
February 15, 2017 LUDLOW RM
March 15, 2017
April 19, 2017 LUDLOW RM
May 17, 2017
June 21, 2017
July 19, 2017

December 29, 2016
January 27, 2017
February 24, 2017
March 31, 2017
April 28, 2017
June 2, 2017
June 30, 2017

No August Meeting

September 20, 2017
October 18, 2017
November 15, 2017
December 20, 2017
January 17, 2018

September 1, 2017
September 29, 2017
October 27, 2017
December 1, 2017
December 29, 2017