

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.



Date: October 18, 2017
 To: Anna Posniak, Town Clerk
 From: Robert J. Ruzzo
 Subject: Zoning Board of Appeals Meeting Schedule 2018

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.

APPLICATION DEADLINE

MEETING DATE

December 29, 2017	January 17, 2018	LUDLOW ROOM
January 2, 2018	February 21, 2018	LUDLOW ROOM
March 2, 2018	March 21, 2018	
March 30, 2018	April 18, 2018	LUDLOW ROOM
April 27, 2018	May 16, 2018	
June 1, 2018	June 20, 2018	
June 29, 2018	July 18, 2018	

No August Meeting

August 31, 2018	September 19, 2018
September 28, 2018	October 17, 2018
October 26, 2018	November 14, 2018 2nd Wed in Nov.
November 30, 2018	December 19, 2018
December 28, 2018	January 16, 2019