

FOR OFFICE USE ONLY

Final Action: Approved _____ Denied _____ Withdrawn _____ Date of Action _____
 Approved w/ Conditions _____ Approved By _____

**City of Hartford
 Planning Division
 Department of Development Services**

Return Form to the Planning Desk at the
 Licenses & Inspections Division Counter
 860-757-9239
 260 Constitution Plaza
 Hartford, Connecticut 06103-1822



For Assistance Contact Planning Division
 860-757-9040,
 250 Constitution Plaza, 4th Floor
 Hartford, Connecticut 06103-1822
<http://planning.hartford.gov>

PLANNING AND ZONING APPLICATION

PLEASE CHECK THE ACTION(S) YOU ARE APPLYING FOR:

- | | | |
|--|---|--|
| <input type="checkbox"/> Zoning Appeal | <input type="checkbox"/> Approval of Location | <input type="checkbox"/> Historic Review |
| <input type="checkbox"/> Zoning Permit | <input type="checkbox"/> Site Plan | <input type="checkbox"/> Special Exception |
| <input type="checkbox"/> Zoning Variance | <input type="checkbox"/> Special Permit | <input type="checkbox"/> Lot Combination |
| <input type="checkbox"/> Subdivision/Lot Line Revision | <input type="checkbox"/> Liquor Permit | |

Receiving Federal Funds: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Demo <input type="checkbox"/> Add. <input type="checkbox"/> Repair

1. PROPERTY INFORMATION

Property Address: _____ City: _____ State: CT Zip Code: _____
 Zoning District: (can be found at <http://assessor1.hartford.gov/Default.asp?br=exp&vr=6>) _____
 Property Owner: _____
 Property Owner's Address: _____ City: _____ State: _____ Zip Code: _____
 Phone: _____ Email: _____

2. APPLICANT

Please check if "Applicant" is the same as "Property Owner"

Name of Applicant: _____ File Date: _____
 Address: _____ City: _____ State _____ Zip Code: _____
 Phone: _____ Email: _____

3. PRIMARY POINT OF CONTACT:

Name: _____
 Phone: _____
 Email: _____

A. COMPLETE IF APPLYING FOR ZONING VARIANCE:

State the particular hardship* or unnecessary difficulty that prompts this application :

**A "hardship" as defined by the Connecticut State Statutes Section 8-6 whereby "with respect to a parcel of land where, owing to conditions especially affecting such parcel but not affecting generally the district in which it is situated, a literal enforcement of such bylaws, ordinances or regulations would result in exceptional difficulty or unusual hardship." Note that "mere financial loss does not constitute hardship warranting granting of variance [unless] loss is so great as to amount to confiscation of applicant's property, [a] variance might be justified."*

B. COMPLETE IF APPLYING FOR SUBDIVISION, LOT LINE REVISION, OR LOT COMBINATION**Lot Subdivision/Lot Line Revision:**

Number of new lots to be created: _____ Area of each of the new lots in square feet _____

Street frontage of each of the new lots in feet _____

Lot Combination:

Address of lots to be combined _____

Map/Block/Lot for each property to be combined: Map _____ Block _____ Lot _____

Map _____ Block _____ Lot _____

Map _____ Block _____ Lot _____

(Map/Block/Lot and address information can be found at <http://gis.hartford.gov/parcelviewer/index.html>)

C. COMPLETE IF APPLYING FOR HISTORIC REVIEW

IMPORTANT: HISTORIC COMMISSION APPROVAL MUST FIRST BE OBTAINED BEFORE ANY BUILDING OR DEMOLITION PERMIT WILL BE ISSUED FOR WORK ON HISTORIC PROPERTIES. NO WORK MAY BEGIN UNTIL A BUILDING PERMIT IS ISSUED

Please check if photographs are included with application (required for certain projects)

Proposed work includes: Repairs Addition New construction Demolition Other (specify)

(Check all that apply)

If proposing demolition, provide reason (attach additional pages if necessary):

Current materials being repaired/replaced: _____

Materials/products being used in work: _____