

# TOWN OF LISBON ZONING PERMIT APPLICATION

PLEASE CHECK THE APPROPRIATE LINE(S) AND COMPLETE THE REQUIRED APPLICATION(S):

- ☐ SITE PLAN REVIEW OF PROPOSED DEVELOPMENT IN ACCORDANCE WITH SECTION 2.5 AND SECTION 12
- ☐ PLANNING AND ZONING COMMISSION ADMINISTRATIVE REVIEW OF CHANGES TO COMMERCIAL/INDUSTRIAL BUILDINGS AND PROPERTIES IN ACCORDANCE WITH SECTION 2.8 AND SECTION 10.13
- ☒ SITE PLAN REVIEW OF ASSOCIATED SIGNAGE IN ACCORDANCE WITH SECTION 15.8

PROJECT DESCRIPTION: \_\_\_\_\_  
\_\_\_\_\_

PROJECT NAME \_\_\_\_\_ ACREAGE: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_  
LOT IN SQUARE FEET \_\_\_\_\_ TOTAL FLOOR AREA IN SQUARE FEET: \_\_\_\_\_

### PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS OF PROPERTY IF AVAILABLE: \_\_\_\_\_  
MAP/BLOCK/LOT: \_\_\_\_\_  
VOLUME/PAGE: \_\_\_\_\_

CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:

- |  |                  |
|--|------------------|
| ➤ APPLICANT: _____                     | TELEPHONE: _____ |
| ADDRESS: _____                         | EMAIL: _____     |
| ➤ APPLICANT'S AGENT (IF ANY): _____    | TELEPHONE: _____ |
| ➤ ADDRESS: _____                       | EMAIL: _____     |
| ➤ OWNER / TRUSTEE: _____               | TELEPHONE: _____ |
| ADDRESS: _____                         | EMAIL: _____     |
| ➤ ENGINEER/ SURVEYOR/ ARCHITECT: _____ | TELEPHONE: _____ |
| ➤ ADDRESS: _____                       | EMAIL: _____     |

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND MAP(S) PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT _____	PRINTED NAME OF APPLICANT/AGENT _____
DATE: _____	
SIGNATURE/RECORD OWNER _____	PRINTED NAME/RECORD OWNER _____
DATE: _____	

APPLICATION SUBMITTAL DATE: \_\_\_\_\_ FEE(S) PAID: \_\_\_\_\_

OFFICIAL DAY OF RECEIPT: \_\_\_\_\_

\*P & Z COMMISSION ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

CHAIR'S SIGNATURE: \_\_\_\_\_

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH ANY DIRECTIVES, MODIFICATIONS AND/OR CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer \_\_\_\_\_ DATE: \_\_\_\_\_

(\*Any modifications, directives or conditions attached to PZC action, or any reasons for denial, shall be reflected in the record attached). Rev. 8/2022

## DIRECTIONS FOR SIGNAGE APPLICATIONS

- Please review your project with Michael J. Murphy, AICP, Lisbon town Planner prior to submitting an application. He may be reached at [mmurphy@seccog.org](mailto:mmurphy@seccog.org).
- Print and completely fill out the Planning and Zoning Commission's Zoning Permit Application form, indicating your application is for "Site Plan Review of Associated Signage in Accordance with Section 15.8".
- Application MUST be signed by the applicant/agent AND property owner (or have a letter of consent from property owner submitted for the record).
- When a site plan is not required, please submit a written site-plan waiver request with your application.
- Please submit 15 (fifteen) copies of the completed application, including color copies of signage (8.5 x 11 or larger) with sign dimensions indicated, and any other pertinent materials that may be requested by the Town Planner.
- Fee for Zoning Permit Application for Signage: \$10 plus \$2.00 per square foot plus \$60.00 State fee.
- Submit the complete application including associated materials and appropriate fee (made out to Town of Lisbon) to the Planning and Zoning Commission, Lisbon Town Hall, 1 Newent Road, Lisbon, CT 06351
- The Commission meets once a month, generally on the first Tuesday of the month, unless otherwise noted.