

Town of Hebron, Connecticut



Town Office Building
15 Gilead Street; Hebron, Connecticut 06248
Phone: (860) 228-5971 Fax: (860) 228-5980



SPECIAL PERMIT APPLICATION CHECKLIST

Applications are considered complete only when all of the information as required by the Hebron Zoning Regulations is received. Please use the following checklist as an aid to verify your application packet contains all of the required information, as incomplete applications will not be reviewed.

Office	Applicant	
		Application form with all information provided and with original signature
		Proof of legal interest in the subject property
		Application fee - Check made payable to the "Town of Hebron"
		Copy of the Assessor's Card for subject property
		Verification from Tax Collector that taxes are current
		Abutters' List and Map from Assessor's Office (100' from subject property)
		Fourteen (14) copies of an accurate site plan including the following information:
		Date, Scale, Approximate north arrow and true north arrow
		The boundary line of the tract with accurate linear and angular dimensions
		Existing/proposed contours, vertical interval of two feet, referred to see level datum
		Existing property lines, streets, buildings, watercourses, bridges, utility lines, culverts, drainpipes, and utility easements on and within 20 ft. of proposed development
		Names, locations and dimensions of proposed streets, buildings, parking areas, traffic access and circulation walkways, recreation areas, fencing, landscaping, and utility layouts
		Designated regulated areas including Inland Wetlands and 100 year Flood Hazard Zone
		Existing and Proposed buildings and uses
		Dimensions of all yards with all zoning setbacks shown
		Water supply, buried fuel tanks, and sewage disposal facilities
		Proposed landscaping including the type, size, caliper, and location of proposed planting.
		Erosion and sedimentation control plan as per Section 8.1.5 of the Regulations
		Location, type, illustration, color and size of any proposed signs
		Street address
		Proposed Land Use
		Parking calculation and the use category upon which it is based
		Zone boundary
		Percent coverage calculation
		Test data for septic system
		Location and type of fences (if any)
		Date of approval of any other boards (Wetlands, ZBA)
		Typical cross section of parking surface/ access driveways
		Provisions for solid waste disposal and its screening
		Proposed outdoor illumination, including method and intensity
		Architectural / Design Review information as per Section 8.16.D of the Regulations