SECTION 3

Certificate of Zoning Compliance

3.0 [Reserved]

3.1 Certificate

No *building* or other *structure*, or part thereof, will be constructed, reconstructed, enlarged, extended, moved or structurally altered until the Enforcement Officer approves an application for Certificate of Zoning Compliance. No land, *building* or other *structure*, or part thereof, will be used or occupied, or changed in use, until the Enforcement Officer approves an application for Certificate of Zoning Compliance certifying conformity with these regulations. No application or Certificate, however, is required for a farm, forestry, truck garden or nursery *use* having no *building* or *structure* concerning the *use*. All applications for Certificate of Zoning Compliance will be submitted and approved in accordance with the provisions of Section 72; all Certificates of Zoning Compliance will be issued in accordance with this section.

3.2 Conflict with Amendments

No application for Certificate of Zoning Compliance will be approved by the Enforcement Officer authorizing a proposed use of land, *building* or *structure* or proposed construction, reconstruction, enlargement, extension, moving or *structural alteration* of a *building* or *structure* which does not conform to any proposed amendment of these regulations if the first notice of a public hearing to consider the amendment has been published in a newspaper as required by the General Statutes of the State of Connecticut. If, however, the proposed amendment has not been adopted by the Commission and made effective within sixty-five (65) days from the date of the public hearing, the application for Certificate of Zoning Compliance may be approved by the Enforcement Officer.

3.3 Plot Plans and Architectural Plans

Plot Plans and architectural plans, when required to be submitted under these regulations in connection with an application for Certificate of Zoning Compliance, will conform to the following standards:

3.3.1 **Plot Plans.** Submission of a Plot Plan to the Enforcement Officer is required for certain activities to demonstrate conformance with the provisions of these regulations. The Plot Plan will show all information listed in this section as applicable to a particular *lot* or activity; except that the Enforcement Officer may waive the submission of information that is not necessary to determine compliance with these regulations. The Enforcement Officer may require the additional information as necessary to determine conformance with the regulations for a specific application.

A. **Statement of Use** – A written statement, signed by the Applicant, and by the owner if different from the Applicant, describing the nature and extent of the proposed use or occupancy in sufficient detail to determine compliance with the *use* provisions of these regulations.

B. **Maps** – All Plot Plans required under these regulations will be clearly and legibly drawn at a scale of one inch equals forty feet (1″= 40′) or other scale approved by the Enforcement Officer. Plot Plans will be drawn on one or more 18″x24″ or 24″x36″ sheets consisting of good quality polyester film or other material that will enable production of clear prints as required by these regulations. All Plot Plan maps willinclude the following information:

1. **General Information** – including title of the projector development; name and address of Applicant or o wner; north arrow, numerical and graphic scale, date of plan, and any revision dates.
2. **Location Map** – showing *streets*, property lines and zoning *district* boundary lines within one hundred feet (100′) of the site.
3. **Schedule** – showing compliance with appropriate zoning standards, including the area of the *lot* (in square feet), the area of *wetlands* and *watercourses*, the amount of *floor area* by use, *building/structure coverage* and *total lot coverage* by *building* and paving, the basis of computation of required off-street parking and loading spaces and the number provided and *building* and other *setback* lines.
4. **Property Information** – including the boundaries and existing conditions on the *lot*, the names of all abutting *lot* owners, location, width and purpose of all easements, the location of all tidal and inland wetlands, water bodies, high tide lines, Coastal Juristriction Line (CJL), floodway and *Special Flood Hazard Area* boundaries, location of minimum area of buildable land, soil type boundaries and codes from the "Soil Survey of Middlesex County, Connecticut", USDA Natural Resource Conservation Service and the locations of any historic or archeological sites.
5. **Existing and Proposed Development** – location of existing and proposed *buildings* or *uses*, including *buildings*, *structures*, *signs*, *fences*, walls, barriers, *outside storage* areas and screening; docks, wharves and *bulk*heads; location, design and dimensions for existing and proposed parking, aisles, and circulation; existing and proposed drainage, utilities and related facilities; outdoor illumination, landscaping and *open spaces*; provisions for *soil erosion* and *sediment* control; location and results of any *soil* tests performed on the site.

C. **Other Information** – The Enforcement Officer may require, but not be limited to, the following:

1. The Plot Plan will be prepared by and bear the seal of a land surveyor, professional engineer, architect or landscape architect licensed to practice in the State of Connecticut as required by law for preparation of parts of the plan. The seal of the preparer will be impressed on all copies of the Plot Plan presented for approval.

2. The boundaries and existing conditions of the lot will be shown based on a survey meeting or exceeding a "Class A-2" type survey specified in the *Code of Recommended Practice for Standards of Accuracy and Maps*, or it equivalent.
3. Existing and proposed grading contours at an interval not exceeding two feet (2′), or equivalent ground elevations, based on Mean Sea Level, including identification of a benchmark at the site.
4. Any other information that the Enforcement Officer may deem necessary to determine conformance with these regulations.

3.3.2 **Architectural Plans**. When required, architectural plans will include all *buildings* and *structures* proposed to be constructed, reconstructed, enlarged, extended, moved or structurally altered; will be drawn to scale of ¼″ = 1′ or larger, and will include *signs* and outdoor illumination facilities unless otherwise provided in connection with plot plans.