

ADMINISTRATIVE POLICY #1 accompanying the Zoning Regulations of the Town of Old Saybrook, Connecticut.

RULES FOR SUBMISSION OF PETITIONS:

A. General: Any petition for amendment of the Zoning Regulations or Zoning Map shall be accompanied by the following:

A-1. Petition: three (3) copies of a petition, signed by the petitioner or his authorized agent, which shall include a statement setting forth the specific proposal which is requested to be granted a public hearing under the provisions of the Connecticut General Statutes and which may include a statement of the petitioner's interest in the land for which the change is proposed and an identification of reasons for such change and the specific use anticipated.

A-2. Text: For petitions concerning the text of these Regulations, 25 copies of the precise wording of both the existing and the proposed text shall be submitted.

A-3. Map: For petitions concerning the Zoning Map, the following shall be submitted:

a. three (3) copies of a map, drawn to a scale not less than 200 feet to the inch, covering the area of the proposed change and all area in the Town of Old Saybrook within 500 feet of the proposed change, and showing for such area the existing and proposed zoning boundary lines, the existing property lines, and an outline sketch of all buildings within the properties abutting the proposed zone change. Whenever the proposed change includes an elevation variance of fifty (50) feet or more, such map shall show contours based on Town datum, at contour intervals not less than ten (10) feet, and a north point; and

b. three (3) copies of a metes and bounds description of the area proposed to be changed.

\* A-4. Fee: A petition fee as set forth in An Ordinance Concerning the Adoption of a Schedule of Fees for the Processing of Land Use Applications, adopted by the Town of Old Saybrook and as the same may be amended from time to time.

A-5. A list of names and current, proper mailing addresses of property owners as indicated in the Old Saybrook Assessor's records, within 500 feet of the proposed zone boundary change.

B. Additional Information: Petitions submitted in accordance with these rules shall be scheduled for public hearing as required by law. The Commission may require additional information as it deems necessary, to be submitted by the petitioner, prior to or at such public hearing, as the Commission may determine.

Adopted and effective: October 15, 1973  
Old Saybrook Zoning Commission  
\*Effective 10/1/91