

ZBA

Guidelines for Appeals of ZEO Decision

BEFORE APPLYING, YOU MUST MEET THE APPLICABLE ELEMENTS OF BANTAM ZONING REGULATIONS

A complete application consists of the following:

1. Completed application form (see application for copy requirements)
2. A copy of the decision, order or requirement which is being appealed
3. Any supporting documentation
4. Application fee. Cash or check made payable to the Borough of Bantam

Official Day of Receipt. By statute, this is 35 days from submission of the appeal or the next scheduled regular meeting, whichever comes first.

Hearing. By statute, a hearing must be held within 65 days of the official day of receipt of the appeal. Be sure to submit all documentation prior to the closing of the hearing. Once the hearing is closed, no new information or documents can be submitted. The hearing must be closed within 35 days from the opening.

Decision. the ZBA will try to make the decision on the night the hearing is closed. By statute, it has 65 days from the completion of the hearing to make its decision. A decision letter will be mailed to you within 15 days of the decision, giving you the details of the decision and the information on the publication of the decision.

Extensions of Time. By statute, the ZBA may request no more than 65 days total extension time for the opening of a hearing, closing of a hearing, and the rendering of a decision.

Publication of Decision. By Statute the decision of the ZBA must be published within 15 days of the date of the decision. In most cases, the decision will be published in the Waterbury Republican the week following the decision.

Appeal of ZBA Decision. The publication of the decision starts a statutory 15-day appeal period during which the ZBA decision may be appealed to the Litchfield Superior Court.