

## CITY OF WEST HAVEN, CONNECTICUT Planning and Development Department



City Hall | 355 Main Street | Third Floor West Haven, Connecticut 06516-0312 Phone 203,937,3580 Fax 203,937,3742 E-Mail: planning@cityofwesthaven.com

## REQUEST FOR CERTIFICATE OF ZONING COMPLIANCE

CHECK ☑BOX WHERE APPROPRIATE. PRINT OR TYPE INFORMATION IN SPACE PROVIDED. FILL OUT FORM OR PUT REQUIRED INFORMATION ON YOUR LETTERHEAD. This request is from an 🗌 Owner 🔲 Buyer 🔲 Law Firm 🔲 Real Estate Agent 🔲 Other\_ Daytime Phone \* \_\_\_\_\_ Contact Name ☐ Business ☐ Home ☐ Answering Service & Firm Fax: \_\_\_\_\_ Cell: \_\_\_\_\_ Street Address E-Mail: \*ZIP City A CERTIFICATE OF ZONING COMPLIANCE [CZC] REQUIRES BOTH THE ADDRESS AND USE OR USES OF THE PROPERTY. THE CITY IS UNABLE TO PROVIDE RESEARCH SERVICES IN ASSOCIATION WITH SUCH REQUESTS. ROUTINE REQUESTS TAKE 10 BUSINESS DAYS TO PROCESS AND LACK OF REQUIRED INFORMATION WILL SLOW PROCESSING OR CAUSE DENIAL OF YOUR REQUEST. THE \* SYMBOL INDICATES REQUIRED INFORMATION ZONE TAX MAP - PARCEL NUMBER\* STREET\* BUILDING USE\* 2.\_\_\_\_\_ Address [A/K/A = Also Known As]: \_\_\_\_\_ Nearest Cross Street: ★ Describe the Use(s): CZC Purpose: ☐ Sale or Purchase ☐ Refinance Proposed Change of Use of Existing Building[Describe: \_\_\_\_\_ ☐ Proposed New Construction[Describe: \_\_\_\_\_ Other [Describe: \_\_\_\_\_ Disclaimer The City provides a Certificate of Zoning Compliance as service to you and this opinion shall not create liability on the part of the City or any Officer or employee thereof. As no site inspection has been made to determine whether these structures conform to current building or fire codes this certification is for zoning purposes only. Please call if you have any questions or need further assistance. Direct your request to Cathy Conniff, 203-937-3580 ext 3006, or e-mail conniff@westhaven-ct.gov OR FAX to: 203-937-3742

## CERTIFICATE OF ZONING COMPLIANCE - FEE MUST BE PAID BEFORE ISSUANCE

Section 101-1 of the West Haven Code of Ordinances for a Certificate of Zoning Compliance requires a \$100 Service Fee for each Tax Parcel, check payable to the City of West Haven.