



# Town of Watertown Connecticut

Planning and Zoning, Zoning Board of Appeals,  
Conservation Commission/Inland Wetland Agency

**Watertown Municipal Center**

61 Echo Lake Road

Watertown, CT 06795

Telephone: (860) 945-5266

Website: [www.watertownct.org](http://www.watertownct.org)

## SITE PLAN APPROVAL (SA) / SPECIAL PERMIT (SP)

### Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### Owner Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

### Location of Property:

Address: \_\_\_\_\_  
\_\_\_\_\_

Zone \_\_\_\_\_ Non-conforming? Yes / No Map \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

### Description of Existing Use/ Property

Type Of Use \_\_\_\_\_

Size of Property: \_\_\_\_\_

Number of Buildings/ Sq Ft approximately: \_\_\_\_\_

Number of parking spaces: \_\_\_\_\_

Other important features: \_\_\_\_\_

Signage (# of signs & square feet) provide a cut sheet or sketch: \_\_\_\_\_  
\_\_\_\_\_

**Description of Proposed Use**

Uses: \_\_\_\_\_

Number of Buildings/ Sq Ft approximately: \_\_\_\_\_

Number of parking spaces: \_\_\_\_\_

Signage (# of signs & square feet) provide a cut sheet: \_\_\_\_\_

Number of Employees \_\_\_\_\_

**Professional Engineer/ Surveyor**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Fees**

**An additional \$60 State fee must be added to all application costs per Public Act 92-235 Section (4) enacted by the Connecticut State Legislature.**

Residential	\$250
Multi-family dwellings or Non- residential use	
Value less than \$100,000	\$500
Value \$100,000 to \$500,000	\$1,000
Value more than \$500,000	\$1,000 plus \$200 for each
\$100,000 value	

Special permits or special exception (in addition to the application fee and site plan fee)

Residential	\$150
Non-Residential	\$250
Excavation of fill materials	
Less than 1,000 cubic yards	\$500
1,000 to 49,999 cubic yards	\$1,000
50,000 to 99,999 cubic yards	\$2,000
100,000 or more cubic yards	\$4,000