

TOWN PLAN AND ZONING COMMISSION
***DOCUMENTATION FORM**

All proposals which are to be acted upon by the Town Plan and Zoning Commission must initiate with the completion of this Documentation Form to be submitted with eight (8) **FOLDED** sets of appropriate materials **and a digital copy of materials** submitted via email to planning@glastonbury-ct.gov.

Please return this form and any enclosures to the Office of Community Development, P.O. Box 6523, 2155 Main Street, Glastonbury, CT 06033.

Upon receipt, your plans will be distributed to relevant departments for comments. An Administrative Review will be held on the third Wednesday afternoon of each month; you or a representative need to attend. Up to 4 proposals will be reviewed at each meeting, on a first-come, first-served basis.

CHECK LIST	<input type="checkbox"/>	General Map or Charts (8)	<input type="checkbox"/>	Other Documentation (8)
	<input type="checkbox"/>	Site Plan (8)	<input type="checkbox"/>	Architect's Rendering (8)

***ONLY ONE COPY OF THIS FORM**

TITLE/ADDRESS OF APPLICATION: _____

Map/Street/Lot ___ / ___ / _____

APPLICANT'S NAME: _____

ADDRESS: _____

PHONE #: _____

EMAIL: _____

OTHER REPRESENTATIVE(S) (attorneys, engineers, etc.): _____

STATEMENT OF INTENT: _____

APPLICANT'S SIGNATURE

DATE