



Capitol Region Council of Governments
241 Main Street
Hartford, Connecticut 06106-5310
Telephone: (860) 522-2217 • Fax: (860) 724-1274
www.crcog.org

Mary Glassman, Chairman
Lyle D. Wray, Executive Director

ZONING REFERRAL FORM

FOR: NOTIFICATION OF REFERRALS BY ZONING COMMISSIONS OF THE CAPITOL REGION
 (Please fill in, save a copy for your records and send with appropriate attachments by certified mail to the address above or electronically to zoningref@crcog.org)

FROM: Zoning Commission
 (Select one) Planning and Zoning Commission _____
 City or Town Council (acting as Zoning Commission) (Municipality)

TO: Capitol Region Council of Governments
 Policy Development & Planning Department _____
 241 Main Street (Date)
 Hartford, CT 06106

Pursuant to the provisions of Section 8-3b of the General Statutes of Connecticut, as amended, the following proposed zone change is referred to the Capitol Region Council of Governments for comment:

NATURE OF PROPOSED CHANGE

Adoption of amendment of ZONING MAP
 for any area within 500 feet of another
 Capitol Region Municipality.
Attach map showing proposed change.

Adoption or amendment of ZONING REGULATIONS
 applying to any zone within 500 feet of another
 Capitol Region Municipality.
Attach copy of proposed change in regulations.

THE CHANGE WAS ORIGINALLY REQUESTED: by municipal agency - _____
 by petition (Specify)

PUBLIC HEARING ON SAID CHANGE IS SCHEDULED FOR: _____
 (Date)

MATERIAL SUBMITTED HEREWITH (Please send as attachments):
 Public Notice Regulation Changes Other (Specify):
 Map of Change Supporting Statements _____

HAS THIS REFERRAL BEEN SUBMITTED PREVIOUSLY TO CRCOG? YES - ON WHAT DATE? _____
 NO

(FOR USE BY CRCOG)	
Date Received _____	
Date Email Receipt Sent _____	
If Needed, Was Follow-up Sent Certified? _____	
CRCOG File Number _____	

Name _____
 (Person Sending Referral)
 Title _____
 Address _____

BY LAW (Section 8-3b of the CGS, Effective October 1, 2011): When the zoning commission of a municipality proposes to establish or change a zone or any regulation affecting the use of a zone any portion of which is within five hundred feet of the boundary of another municipality, the zoning commission shall give written notice of its proposal to each regional planning agency of the region in which it and the other municipality are located. Such notice shall be made by certified mail, return receipt requested, or by electronic mail to the electronic mail address designated by the regional planning agency on the agency's Internet web site for receipt of such notice, not later than thirty days before the public hearing to be held in relation thereto. If such notice is sent by electronic mail and the zoning commission does not receive an electronic mail from a regional planning agency confirming receipt of such notice, then not later than twenty-five days before the public hearing, the zoning commission shall also send such notice by certified mail, return receipt requested, to such planning agency. CRCOG's email address for submitting zoning referrals is: zoningref@crcog.org.

If you have questions or experience difficulty submitting your referral electronically, please contact *Lynne Pike DiSanto* at 860 522-2217 ext. 211.