

**BLACK POINT BEACH CLUB ASSOCIATION ZONING PERMIT APPLICATION**

6 Sunset Avenue, Niantic, CT 06357 / [bpzoning@gmail.com](mailto:bpzoning@gmail.com)

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

Assessor Map No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_

Description of Proposed Use  
\_\_\_\_\_

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

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

Applicant Telephone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner Mailing Address: \_\_\_\_\_

Property Owner Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Applicant and Property Owner agree to comply fully with all Zoning Regulations of the Black Point Beach Club Association, and further agree that failure to so comply shall be the basis for revocation of any zoning permit which may be granted.**

**No construction may begin prior to 8 a.m. or continue after 6 p.m. except from Nov. 1<sup>st</sup> to April 1<sup>st</sup> construction may start at 7 a.m. for Monday thru Friday. Saturday & Sunday start time is still 8 a.m.**

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

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Estimated Value of Work: \_\_\_\_\_ Application Fee: \_\_\_\_\_  
.....

**DO NOT WRITE BELOW THIS LINE PLEASE NOTE THE PERMIT IS VALID FOR ONE YEAR FROM APPROVAL DATE**

APPROVED / DENIED DATE: \_\_\_\_\_ APPLICATION NO. \_\_\_\_\_

Signature of Zoning Official: \_\_\_\_\_

Comments and Conditions: \_\_\_\_\_

ATTACHMENTS: Site Plan \_\_\_\_\_ Building Plan \_\_\_\_\_ Survey \_\_\_\_\_ Payment \_\_\_\_\_ Check # \_\_\_\_\_

Other \_\_\_\_\_ Erosion Control \_\_\_\_\_

**Contact Jim Ventres – ZEO if you have any questions at [bpzoning@gmail.com](mailto:bpzoning@gmail.com) or 860-819-1760**

**THIS PERMIT MUST BE POSTED IN A CONSPICUOUS LOCATION DURING THE PERIOD OF CONSTRUCTION.  
THE APPLICANT IS TO NOTIFY THE ZONING ENFORCEMENT OFFICER WHEN THE PROJECT IS COMPLETED.**

## INSTRUCTIONS FOR ZONING PERMIT APPLICATION

Fill out the attached application completely. Please provide a permanent or winter address with the application if it differs from your summer address.

For "Description of Proposed Use" provide a description of the structure to be built. For example: construction of a garage, storage shed, fences, second story addition, etc.

Provide one (1) copy of the application form and the appropriate fee.

For new houses and major renovations provide 3 copies of each of the following:

**For smaller projects provide one copy of each.**

- A site plan showing lot dimensions, location of existing structures and location of proposed structures. This plan does not need to be to scale but must be complete and accurate. Include important dimensions on the plan such as distances to property lines.
- A building plan showing all dimensions including length, width, height, projections (bay windows, overhangs, etc.) and attached structures such as decks, stairs, etc. Deviation from this plan without prior approval from the Zoning Officer will result in revocation of the Zoning Permit. The plans for new houses and major revisions need to be the same plans to be presented to the East Lyme Building Department.
- An A-2 survey must accompany new house permit applications. The Zoning Officer may require surveys for other applications. "As-built" surveys, including location of overhangs, architectural projections, etc., may also be required upon completion of work.

Upon permit approval, the site plan and application signed by the Zoning Officer will be kept on file by the Zoning Officer, one (1) copy will be returned to the applicant and one (1) copy will be forwarded to the Building Official of the East Lyme, CT Building Department.

Permit fees are as follows:

Home Occupation Permit . . . . .	\$10
Zoning Permit Application (ZPA) for use, construction or alteration valued at \$1,000 or less . . . . .	\$45
ZPA for use, construction or alteration valued at more than \$1,000 but less than \$2,500 . . . . .	\$75
ZPA for use, construction or alteration valued at \$2,500 or more but less than \$10,000. . . . .	\$150
ZPA for use, construction or alteration valued at \$10,000 or more but less than \$50,000 . . . . .	\$300
ZPA for use, construction or alteration valued at \$50,000 or more but less than \$100,000 . . . . .	\$450
ZPA for use, construction or alteration valued at \$100,000 or more but less than \$150,000 . . . . .	\$600
ZPA for use, construction or alteration valued at \$150,000 or more but less than \$200,000 . . . . .	\$750
ZPA for use, construction or alteration valued at \$200,000 or more . . . . .	Add \$150 for every \$100,000 or portion of value (\$200K + = \$900, \$300K + = \$1050, \$400K + = \$1200, etc.)
All other activities requiring Zoning Enforcement Officer activity . . . . .	\$45
Permit Extensions . . . . .	\$250
Application to the Zoning Board of Appeals . . . . .	\$450

**Checks are to be made out to the Black Point Beach Club Association.**

When any use, construction, erection or modification requiring a zoning permit is commenced prior to obtaining a zoning permit approved by the Zoning Officer, the fee for making application for a zoning permit shall be three times the amount otherwise applicable under this section. The value of the proposed work is to be calculated using the same formula used by the building department of the Town of East Lyme. For fences, which do not require a building permit from the Town of East Lyme, use the actual estimated cost.

**Please mail your completed application and permit fee to the Zoning Enforcement Officer at the following address: Zoning Official, Black Point Beach Club Association, 6 Sunset Avenue, Niantic, CT 06357 or contact the Zoning Enforcement Officer to pick it up at the club house.**