



TOWN OF GREENWICH

Town Hall ~ 101 Field Point Road ~ Greenwich, CT 06830

Zoning Enforcement ~ 203-622-7753

**AFFIDAVIT OF NOTIFICATION OF APPEAL TO
PLANNING AND ZONING BOARD OF APPEALS**

STATE OF CONNECTICUT

:Greenwich

COUNTY OF FAIRFIELD

I, _____, being first duly sworn, do hereby certify that on
(your name)

_____, I caused to be mailed, postage prepaid, to those persons whose names
(date)

are set forth on the appeal application attached hereto, a copy of the notice Exhibit B. Said persons

were the record owners as of _____ as shown on the Tax Assessor's Office of
(date)

records of property abutting and across the street from the property located at

_____ owned by _____
(address) (name of property owners)

for which an application has been filed with the Greenwich Planning and Zoning Board of Appeals,
Town Hall, 101 Field Point Road, Greenwich, CT 06836.

(signature)

Subscribed and sworn to before me on

(date)

Notary Public Signature

(SEAL) (My commission expires:)



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Instructions for Notification of Appeal to Planning and Zoning Board of Appeals

Exhibit A

Obtain complete name and mailing address of record owners of property that abut the applicant's property, and all lots or portions of lots that are across the street.

This information is available in the *Geographical Information Systems (G.I.S.) office, ground floor, Greenwich Town Hall and should be verified with Tax Assessor's office tax cards, available on the first floor.*

Exhibit B

Notice is hereby given that (*name of property owner(s)-NOT THE OWNER'S AGENT*) has/have filed an application with the Greenwich Planning and Zoning Board of Appeals for (*type of application, i.e. variance, special exception, etc.*) approval for (*address of subject property*). This appeal is being made in order to (*describe the nature of the proposed change to the subject property*).

As an adjoining property owner, you are entitled to this notice. You may appear at the Public Hearing of this appeal or *appoint* a representative. You may also write to the Planning and Zoning Board of Appeals to express your position on this matter under review if you so choose. The date of the hearing has not yet been determined. Prior to the hearing a legal notice will be published twice in the Greenwich Time newspaper and on the Town website, to announce the date and time of the hearing. The appeal and accompanying documents are on file at Greenwich Town Hall. You may review these public records at Town Hall if you wish. Bring this notice with you when you review the field documents.

For information contact: Planning and Zoning Board of Appeals Town Hall, 101 Field Point Road Greenwich, CT 06836 Tel: 203-622-7753, or email zoningenforcement@greenwichct.gov.