

## ***NEW HARTFORD REGISTRY FORM***

### **REQUEST TO BE PLACED ON TOWNS PUBLIC NOTICE REGISTRY**

Effective October 1, 2006, the State of Connecticut is requiring that all planning and zoning commissions establish a “public notice registry”. This registry is to be used to inform interested landowners, electors, and non-profit organizations of actions initiated by the Planning and Zoning Commission. Persons and organizations who ask to be placed on the registry will be notified by either regular mail or electronic mail of the commencement of public hearings on Commission initiated amendments to the zoning regulations, changes to zoning district boundaries, changes to subdivision regulations, and the preparation or amendment of the Town’s Plan of Conservation and Development.

The Commission will send the notices at least seven days prior to the beginning of the public hearing. These notices are in addition to the legal notices published in the local newspaper.

It is important to realize that the notices cover only those actions initiated by the Town Planning and Zoning Commission. The Commission will not send notices regarding applications submitted by individuals or corporations. If, for example, a property owner submits an application to change the zoning of his parcel from residential to commercial, the Planning and Zoning Commission will not send notices of the public hearing to those on the public notice registry. On the other hand, if the Planning and Zoning Commission proposes to change the zoning of a parcel(s) from residential to commercial, the Commission will send a notice to all those on the public notice registry.

Actions of the Town Inland Wetlands Commission and the Town Zoning Board of Appeals are not covered by these new notice requirements.

To be placed on the public notice registry, you must request a form from and return it to the New Hartford Planning and Zoning Commission. To request a form call the office at (860) 379-7677 or write to the New Hartford Planning and Zoning Commission, PO Box 316 New Hartford CT 06057.

***NEW HARTFORD REGISTRY FORM***

**REQUEST TO BE PLACED ON TOWN'S PUBLIC NOTICE REGISTRY**

I am requesting that I be notified of all public hearing on actions initiated by Town of NEW HARTFORD Planning and Zoning Commission.

*Please check all that apply:*

I am landowner in NEW HARTFORD.

I am an elector in NEW HARTFORD.

I represent \_\_\_\_\_, which is a nonprofit organization qualified as a tax-exempt organization under the provisions of Section 501(c) of the Internal Revenue Code of 1986.

*Please complete the following:*

NAME: \_\_\_\_\_

ORGANIZATION (if applicable): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Do you prefer to be notified by electronic mail?  YES  NO

If YES, please provide your e-mail address:

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

*Please mail this form to:*

NEW HARTFORD PLANNING AND ZONING COMMISSION  
PO Box 316  
NEW HARTFORD, CT. 06057