Town of Windsor Locks

ZONING BOARD OF APPEALS
Application

- **Fees payable to the Town of Windsor Locks**

  $440.00 - Residential Application Fee
  $465.00 - Commercial / Industrial Application Fee
  $ 60.00 - CT State DEP Fee per Public Act 09-03 Section 396
  $ 30.00 - Yard Sign Refundable Deposit

(Please note, if a variance is granted, an additional fee is charged by the town clerk to file the variance in the land records.)

Windsor Locks Zoning Regulations - Chapter XIII

Section 1304 - Posting of Property

The applicant shall post a sign, available from the Building Official, giving notice of the application, in a conspicuous place on the property for which a variance is sought, visible from a public street. Said sign shall be posted ten (10) days before the date of the public hearing, shall remain in place until the hearing, and it shall be removed not later than three (3) days after the public hearing.

- **Applicants shall be responsible for submitting a total of 9 copies of the application and all attached documentation to the Building, Planning and Zoning Department.**

- **Applications are due at least 18 days prior to the next scheduled meeting to allow time for publishing notices for public hearings.**

Example:

Application Cut-off Date:	11/19/26	12/17/26	01/14/27	02/11/27
Meeting Date:	12/07/26	01/04/27	02/01/27	03/01/27

Meeting Location: Town Hall Large Conference Room, 50 Church Street, Windsor Locks - 7:00 p.m.