City of Derby Planning & Zoning Commission
Site Plan Pre-Application Checklist

This is a pre-application checklist used by the ZEO and a first-time or occasional applicant to help prepare a Site Plan Application. The regulatory "clock" does not start.

1) Address of the project property:
   212 ELIZABETH STREET, DERBY, CT

2) Applicant name: FRED D'AMICO

   A) Owner: Yes _____ No X

   B) If not the owner, a letter from the owner authorizing intended use is required.

3) Proposed use of property RECREATION & PRAYER
4) Current or most recent use of property CHURCH
   Is the proposed use conforming to the zone: Yes X No _____

5) Statement of Use

6) Maps and drawings to scale

   A) Property Line
   B) Existing Building
   C) Proposed Building
   D) Parking Spaces
      a. Historical or existing capacity and layout
      b. Proposed capacity and layout
   E) Layout/Floor plans of proposed building/space

7) Printouts (see https//derby.mapxpress.net>portal)
   a. Parcel Details
   b. Quick Map
   c. Summary Card
   d. Assessor Tax Map