



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Planning and Land Use Department

January 25, 2011

To: All Simsbury Residents

From: Hiram Peck, Director of Planning and Community Development

Re: Information on the January 25, 2011 DRAFT of the Town Center Code

The latest revision to the Simsbury Town Center Code has just been received from Code Studio. The draft Code (Regulation) dated January 21, 2011, is posted on the Town web site for your review. The Code is located on the opening page of the Town web site and on the Planning and Land Use page as well.

This draft will be circulated to the various land use commissions for review and comment. The Zoning Commission is required to hold a public hearing prior to considering adoption.

You will also find an application process chart which shows how an application would flow through the application review and approval process. It should be noted that all the definitions that were initially part of this section of the Code will be incorporated into the existing Zoning Regulations definition section. That work is being completed at this time and will be available well in advance of the public hearing on the Code.

If you have any questions, on this draft or the process involved, please let us know.

Thank you.

**TOWN CENTER CODE PROCESS**

**PROCESS:**

**INFORMAL  
PROCESS:**

**ACTION:**

**Prospective APPLICANT  
MEETS WITH  
LAND USE STAFF  
(1 OR MORE MEETINGS)**

**NOTES:**

**May include:  
Land Use, Bldg,  
Engineering,  
Fire Marshal,  
Others as approp.**

**FORMAL  
PROCESS**

**APPLICANT MEETS  
WITH STAFF**

**Check: complete  
Concept  
Compliance**

**NO TIME REQUIREMENT**

**Application submitted to  
Zoning Commission  
& referred to Design Review  
Board for  
recommendation to Zoning  
Commission**

**Statutory time begins  
(65) or (65+35+65)**

**Design Review Board makes  
recommendation to Zoning  
Commission**

**Zoning Commission receives  
application and places on:**

- Consent Agenda (25,000 sq. ft. or less).
- Reg. Agenda for site plan review (25,000 sq. ft or more).
- P.H. Agenda for Special Exception
- P.H. Agenda for Alternative Compliance (PAD process)

***On Zoning Commission Agenda  
within 65 days regardless of type  
of application.***

**Zoning Commission takes Final  
Action after:**

- Consent agenda
- Site Plan review
- Special Exception P.H.
- Alternative Compliance P.H.

**APPLICATION IS APPROVED, MODIFIED AND APPROVED OR DENIED BY ZONING COMMISSION AS A RESULT OF THIS LAST STEP.**