

TOWN OF PITTSFIELD
FLOOD HAZARD AREA REGULATIONS
APPLICATION REQUIREMENTS

Your Application for a Permit must include the following before it will be deemed COMPLETE:

SITE PLAN. Please provide a site plan showing the following:

- The location and dimensions of all proposed new structures.
- If the application is for improvement to an existing structure, including one that has been damaged, please review the definition of “Substantial Improvement” in the Regulations and review the Substantial Improvement Handout available at the Town Offices. You may be asked to provide the following information:
 - the cost of proposed improvements including materials and labor;
 - the market value of the structure (see Lister’s) before the proposed improvements or substantial damage if applicable;
 - whether it is an Historic Structure;
 - whether the improvements are proposed in order to correct State or Local code violations.

FLOOD MAP Please provide the following:

- A copy of the pertinent portion of the Flood maps showing the location of the proposed development (maps are available at the Town Offices).

NOTICE REQUIREMENTS/ ADJOINING PROPERTY OWNERS

- Adjoining property owners are all those whose property adjoins the involved property regardless of any public right-of-way.
- Prior to the ZBA hearing, the Applicant must provide proof that all owners of all properties adjoining the involved property have been notified, at least 15 days prior to the hearing, of the time, date, and location of the ZBA hearing. A Notice Form is available at the Town Offices as are models that can be used by the applicant to provide the proof that the adjoining property owners have been notified..

FEE

- The fee schedule is available at the Town Offices

ADDITIONAL INFORMATION

- Please consult with the administrative Officer for any additional information which may be required due to the specific nature of your proposal,.