

**Received January 4, 2021 by Litchfield Planning & Zoning Commission**

**Public hearing set for March 1, 2021**

## **SPECIFIC STANDARDS AND REQUIREMENTS**

### **ZONE CHANGE**

Upon receipt of an application for a Zone Change, the Planning and Zoning Commission will set a public hearing noting the date, time, and place of the hearing. Applicants for a zone change are required to send a letter by Certified Return Receipt Mail to the owners of property, as shown on the Assessor's records, within 500' in all directions, including property located across the street. Notice shall be sent no later than ten (10) days prior to the hearing (the date of the hearing may be used in calculating). Prior to the commencement of the public hearing, the applicant shall present the return receipts to the Commission as evidence of meeting this requirement.

The property subject to the proposed zone change will be posted with signage stating the date and time of the public hearing, at least 15 days prior to the hearing and throughout any reconvening of the hearing. The sign shall be located on the property as to be visible and readable from all street(s) or highway(s) property frontage. The sign shall be placed inside the property line and outside of state and town highway easements. The minimum size of the sign shall be to four square feet and a maximum of six square feet.