**TOWN OF SOMERS**

Land Use Department

P.O. Box 308

600 Main St. Somers, CT 06071

**ZONING ENFORCEMENT POLICY**

PURPOSE AND AUTHORITY:

The purpose of this policy is to provide a standard procedure for the zoning enforcement process. The authority to enforce the Town of Somers Zoning Regulations is provided by Connecticut General Statutes.

ENFORCEMENT PROCEDURE:

1. A complaint form must be filed with the Land Use Department by complainant. A complaint may also be filed by the Zoning Enforcement Officer (ZEO) if a violation is observed, or brought to the department’s attention by another town official or resident.
2. The ZEO performs a site inspection to determine the validity of the complaint. If necessary, photos are taken to document any violations observed.
3. If violation exists, ZEO shall contact property owner via telephone and/or written correspondence. A Notice of Violation and Request for Voluntary Compliance shall be issued to advise property owner of the violations that exist, referencing the regulation being violated. Compliance will be requested within 15 days of notice.
4. After 15 days, ZEO will perform a re-inspection of the property. If compliance is achieved, the matter will be closed. If the property remains in violation; based on the nature of the violation either:

A.) a second notice will be sent, via certified mail/return receipt, requesting compliance within 15 days OR

B.) a Cease and Desist Order will be issued via certified mail/return receipt.

1. If a Cease and Desist Order is issued, the violator may appeal the enforcement action to the Zoning Board of Appeals (ZBA) in accordance with Section 8-7 of the CT General Statutes; within 30 days of receipt of the notice. An application for this appeal can be obtained and shall be filed with the Land Use Department, as well as the applicable fees paid.
2. Failure to comply with notices and/or file an appeal with the ZBA by the prescribed deadlines shall result in referral to the Town Attorney for further enforcement action.

\*With the exception of statutory provisions, these procedures may be adjusted depending on the nature and severity of the violation, as well as the cooperation of the property owner.