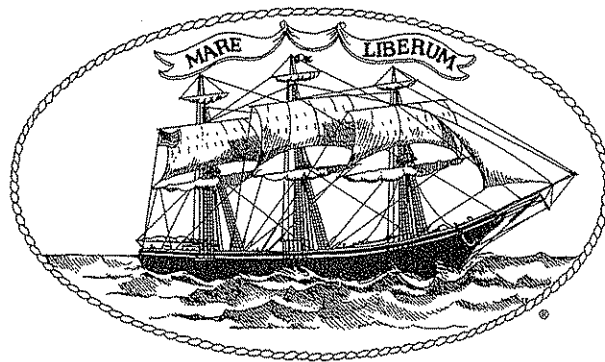


**CITY OF NEW LONDON**

**OFFICE OF  
DEVELOPMENT & PLANNING**

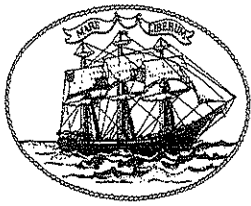


**APPLICATION PACKAGE  
Planning & Zoning Commission  
ZONE MAP AMENDMENT  
ZONE REGULATION AMENDMENT**

**2012**

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**CITY OF NEW LONDON  
CONNECTICUT**

111 Union Street  
New London CT 06320  
(860) 437-6379  
(860) 437-4467 FAX

**Planning & Zoning Commission  
-MEMBER DIRECTORY-**

NAME	ADDRESS
<b>MEMBERS</b>	
Mark Christiansen, Chairman-D	43 Woodlawn Road
Barry Levine, Vice-Chairman -- D	50 Woodlawn Road
Jim Kelly - D	10 Hall Ave.
Chris Nelson - Green Party	7 Greens Alley
Wayne Vendetto, Jr.-I	29 Chapel Drive
Karl Saszik -R	19 Starr Street
James Fielding-I	42 Dell Avenue
<b>ALTERNATES</b>	
Daniel S. Conley-U	56 Washington Street
Vacancy	
Vacancy	
<b>CITY COUNCIL LIAISON</b>	
Mayor Martin T. Olsen Jr.	802R Ocean Avenue
<b>CITY OF NEW LONDON TECHNICAL STAFF</b>	
	<b>City of New London Office of Development &amp; Planning Planning, Zoning, &amp; Wetlands Div. 111 Union Street New London CT (860) 437-6379 (860) 437-4467 FAX</b>
Harry Smith- City Planner hsmith@ci.new-london.ct.us	
Michelle Johnson -Zoning/Wetlands Enforcement Officer mjohnson@ci.new-london.ct.us	
Shelly Briscoe-Land Use Assistant sbriscoe@ci.new-london.ct.us	

**Statute or Charter Reference:**

City Council Section A-160, page 67

**Compensation:**

None

**Appointing Authority:**

City Council

**Meetings:**

1<sup>st</sup> & 3<sup>rd</sup> Thursday, Public Hearing when needed

**Term:**

Five Years from December 3<sup>rd</sup> (12/3). No member shall serve more than two (2) consecutive five-year terms (not applicable to alternate members). Commission composed of seven (7) regular and three (3) alternate members.

REVISED: December 20, 2010

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# DEADLINES FOR MEETINGS/REQUIREMENTS-

2012

## City Of New London Planning & Zoning Commission

*The Planning & Zoning Commission of the City of New London holds its regular meetings on the first and third Thursdays of each month. All meetings start at 7:00 p.m. and are held in the City Hall Council Chambers located at 181 State Street, New London, Connecticut, unless otherwise noted on the bulletin boards of the Office of Development & Planning and City Clerk's Office. To be considered for placement on an agenda, the **deadline is NOON (12:00 pm) 22 days prior** to the scheduled meeting date. Actual scheduling will depend on completeness of application and supporting materials, number of applications before the Commission and other factors.*

Meeting Date	Deadline for Application Submission	Deadline for Sign Posting Posting of Public Hearing Sign	Deadline for Certificate of Mailing	
			Send No Earlier Than	Send No Later Than
January 19, 2012	12/28/11 12:00 PM	01/04/12	01/04/12	01/09/12
February 2, 2012	01/11/12 12:00 PM	01/18/12	01/18/12	01/23/12
February 16, 2012	01/25/12 12:00 PM	02/01/12	02/01/12	02/06/12
March 1, 2012	02/08/12 12:00 PM	02/15/12	02/15/12	02/20/12
March 15, 2012	02/22/12 12:00 PM	02/29/12	02/29/12	03/05/12
April 5, 2012	03/14/12 12:00 PM	03/21/12	03/21/12	03/26/12
April 19, 2012	03/28/12 12:00 PM	04/04/12	04/04/12	04/09/12
May 3, 2012	04/11/12 12:00 PM	04/18/12	04/18/12	04/23/12
May 17, 2012	04/25/12 12:00 PM	05/02/12	05/02/12	05/07/12
June 7, 2012	05/16/12 12:00 PM	05/23/12	05/23/12	05/28/12
June 21, 2012	05/30/12 12:00 PM	06/06/12	06/06/12	06/11/12
July 19, 2012	06/27/12 12:00 PM	07/04/12	07/04/12	07/09/12
August 2, 2012	07/11/12 12:00 PM	07/18/12	07/18/12	07/23/12
August 16, 2012	07/25/12 12:00 PM	08/01/12	08/01/12	08/06/12
September 6, 2012	08/15/12 12:00 PM	08/22/12	08/22/12	08/27/12
September 20, 2012	08/29/12 12:00 PM	09/05/12	09/05/12	09/10/12
October 4, 2012	09/12/12 12:00 PM	09/19/12	09/19/12	09/24/12
October 18, 2012	09/26/12 12:00 PM	10/03/12	10/03/12	10/08/12
November 1, 2012	10/10/12 12:00 PM	10/17/12	10/17/12	10/22/12
November 15, 2012	10/24/12 12:00 PM	10/31/12	10/31/12	11/05/12
December 6, 2012	11/14/12 12:00 PM	11/21/12	11/21/12	11/26/12

Any Special Meetings for the Planning & Zoning Commission of the City of New London will be announced in accordance with the appropriate regulations and statutes. Notices of these meetings will be posted in the Office of Development & Planning, 111 Union Street, New London, Connecticut and the Office of the City Clerk located at 181 State Street, New London, Connecticut. Any questions or comments regarding this schedule should be directed to (860) 437-6379.

\* Due to Federal Holiday, mailing must be completed by Saturday.

APPROVED BY THE PLANNING & ZONING COMMISSION ON: 10/20/11

**CITY OF NEW LONDON  
 DIRECTORY OF CITY STAFF**

<b>TITLE</b>	<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE FAX</b>
Mayor	Darryl Finizio	181 State St.	447-5201 447-7971 FAX
Building Official	Jack Cipriano	111 Union St.	447-5240 447-5255 FAX
Director of Public Utilities	Joseph Lanzafame	120 Broad St.	447-5221 447-5266 FAX
Public Works Director	Timothy Hanser	111 Union St.	447-5250 447-5255 FAX
City Planner	Harry A. Smith	111 Union St.	437-6380 437-4467 FAX
Zoning/Wetlands Enforcement Officer	Michelle Johnson	111 Union St.	437-6381 437-4467 FAX
Economic Development Coordinator	Ned Hammond	111 Union St.	437-6309 437-4467 FAX
Planning, Zoning & Wetlands Division		111 Union St.	437-6379 437-4467 FAX
Ledgelight Health District	Sanitarian	216 Broad St.	448-4882 448-4885 FAX
Fire Chief	Ronald Samul	289 Bank St.	447-5291 447-5293 FAX
Fire Marshal	Calvin Darrow	289 Bank St.	447-5294 447-5293 FAX
Police Chief	Margaret Ackley	5 Gov. Win Blvd.	447-5261 447-5277 FAX
Traffic Officer		5 Gov. Win Blvd	447-5280 447-5277 FAX
Veolia Water	Peter Vetter	100 Trumbull Street	443-4560

**CITY OF NEW LONDON**  
**OFFICE OF DEVELOPMENT AND PLANNING**  
**ZONING, WETLAND, AND SUBDIVISION FEE SCHEDULE**  
**PER ORDINANCE SET BY CITY COUNCIL**  
(Approved by City Council October 3, 2006)

<b>Zoning Enforcement Officer – Administrative Approval</b>	
Zoning Permit	\$ 25.00
Sign Permit	\$ 25.00
Certificate of Compliance/Letter of Decision	\$ 50.00
<b>Zoning Board of Appeals</b>	
Variance (Non residential)	\$ 350.00
Variance	\$ 200.00
Appeal of Zoning Officer's Decision	\$ 0.00
<b>Inlands Wetlands Agency (Conservation Commission)</b>	
Minor Impact	
Residential	\$ 250.00 +\$100.00 per lot
Commercial	\$ 600.00
All other uses	\$ 500.00
Significant Impact	\$ 1000.00
Permitted Uses	\$ 25.00
Non-Regulated Uses	\$ 250.00
<b>Planning &amp; Zoning Commission</b>	
Location Approval for DMV	\$ 350.00
Façade Review	\$ 50.00
Temporary Outdoor Entertainment	\$ 25.00
Earth Extraction/Fill	\$ 350.00
Site Plan Review (+\$25.00/1000 sq. ft. or any part thereof for new building, addition, or change of use.)	\$ 200.00
Site Plan Review (w/waivers granted)	\$ 50.00
Site Plan Modification/Extension	\$ 50.00
Special Permit (+\$25.00/1000 sq. ft. or any part thereof for new building, addition, or change of use.)	\$ 250.00
Special Permit Modification/Extension	\$ 50.00
Special Permit –Sign	\$ 250.00
Coastal Site Plan Review	
Single Family Dwelling w/out public hearing	\$ 200.00
Single Family Dwelling w/public hearing	\$ 250.00
Multi-family	\$ 350.00
Commercial/Industrial	\$ 500.00
Subdivision/Resubdivision	\$ 500.00 + \$150.00/lot
Subdivision/Resubdivision Modification	\$ 150.00
Amendment – Zone Map/Zoning Regulation/Subdivision Regulation	\$ 300.00
Sign Deposit (\$25.00 is refundable upon return of sign)	\$ 45.00
Public Act (CGS Section 22a-27j)	\$ 60.00
<i>*Revised 10/01/09 (Public Act 09-03)</i>	(Or as modified by the State of Connecticut)
Recording Fee (Separate from other fees)	\$ 53.00 for 1 <sup>st</sup> page, +\$5.00 for each additional page.
<i>*Revised 07/01/09 (Public Act 09-229)</i>	(Or as modified by City Council/City Clerk)
Department set fees: Publications/ Documentation/ Copies:	
Copies	\$ .50
Zoning Map	2.00
Tax Map	2.00
Sign Regulations	5.00
Subdivision Regulations	5.00
Plan of Development	15.00
Zoning Regulations	15.00
Inland Wetland Regulations	10.00
-Checks should be Made Payable to the <b>CITY OF NEW LONDON-</b>	
CHECK #1	TOTAL AMOUNT OF FEES FOR APPLICATION
CHECK #2	RECORDING PAGE FEE FOR CITY CLERK
	\$
	\$53

**The Following provisions of the City of New London Ordinance may affect the fees associated with application:**

Section 1. ADDITIONAL APPLICATION FEES

A. Where the City of New London Planning & Zoning Commission, Zoning Board of Appeals, or Inland Wetlands Commission, upon recommendation of the Director of the City of New London Office of Development & Planning (“Director”) and/or his/her designee, in its sole discretion, determines that additional expertise, technical assistance, or general assistance will be required in reviewing and evaluating an application before it, the City through the Director and/or his/her designee may retain an expert for said technical review.

B. The expense of the additional expertise and technical assistance shall be estimated by the Director and/or his/her designee, based on a preliminary estimate prepared by a qualified party or expert, and the estimated cost of reviewing the application times one hundred and fifty percent (150%) shall be paid by the applicant and deposited with the City of New London in a separate account segregated from other funds of said City. Such deposit shall be made prior to review of the application and/or submission to the Planning & Zoning Commission, Zoning Board of Appeals, or Inland Wetlands Commission. If the City expenditures exceed the estimate the applicant shall submit additional funds within five (5) days upon receiving notice from the City. Any fees remaining after the completion of the application review will be returned to the applicant.

C. Said qualified party or expert shall be chosen from a list kept by the Director and/or his/her designee which shall be made up of persons who have given their names and resumes to the City as potential consultants. Notwithstanding, the qualified party or expert may be a person not on the list kept by the City if it is determined by the Director and/or his/her designee, that all persons on the list have conflicts of interest, conflicts of schedules, or are not qualified in the field of expertise that is needed for a particular application.

D. Upon completion of the technical review and final action by the Planning & Zoning Commission, Zoning Board of Appeals, or Inland Wetlands Commission on the application, the Director and/or his/her designee shall determine the costs incurred for the review and refund any excess monies to the applicant. Applicants shall not be responsible for costs incurred for technical assistance which exceed one hundred-fifty percent (150%) of the original estimate.

E. Applications that are withdrawn prior to the publication of any legal notices or withdrawn prior to being placed on the agenda of a Board or Commission are entitled to a return of 50% of the application fee.

F. The City Staff may charge an additional fee (up to the actual costs incurred) for those applications, which require the duplication of costs such as the publication of additional legal notices or multiple plan reviews by City Staff.

G. For projects which require the issuance of more than one approval from one of the Commissions (i.e. a Special Permit that also requires a Facade Review) only one fee will be charged. The fee associated with the application that requires the higher fee shall apply.

H. Every application, including a resubmission of a previously withdrawn application, will require a new fee. Notwithstanding anything herein to the contrary, the Commissions may, in cases where unusual circumstances exist waive all or a portion of any of the foregoing fees. Where the City or any agency of the City is the applicant, fees may be waived by the City Council.

I. If any application is made, other than those specifically cited above, the Commissions may establish a reasonable fee for processing the application that is equivalent to the fee for similar applications listed above.

J. Additional Fees: In addition to the other fees set forth in this section, City Staff may collect payment for direct costs of materials and services performed by professionals, other than city employees, including but not limited to specialized inspection, third party professional certifications, legal, stenographic and transcription services associated with an application, or require an applicant to provide certifications, inspections, and/or professional consultant reports at the applicant's expense. The payment of additional fees shall not prohibit the Planning and Zoning Commission from requiring performance or forfeiture bonds to ensure the successful completion of all work as may be prescribed in the respectively applicable regulations.





The undersigned hereby acknowledges that this application and statements submitted herewith are true to the best of his/her knowledge and conform to the Zoning Regulations of the City of New London and that approval of the plan is contingent upon compliance with all requirements of said regulations. The undersigned hereby authorizes the New London Planning & Zoning Commission and its agents, the right to enter upon the subject property for the purpose of inspection and enforcement of the Zoning and Subdivision Regulations. ALL NAMES MUST BE PRINTED AND SIGNED.

---

APPLICANT (PRINT)/(If a Corporation – Please Print Name of Member Representing Corporation)

---

ADDRESS	PHONE NUMBER	FAX NUMBER
TOWN/CITY	STATE	ZIP
		EMAIL
APPLICANT'S SIGNATURE		DATE

---

AGENT (PRINT)

---

ADDRESS	PHONE NUMBER	FAX NUMBER
TOWN/CITY	STATE	ZIP
		EMAIL
AGENT'S SIGNATURE		DATE

---

PROPERTY OWNER (PRINT)

---

ADDRESS	PHONE NUMBER	FAX NUMBER
TOWN/CITY	STATE	ZIP
		EMAIL
PROPERTY OWNERS SIGNATURE		DATE

---

---

PROPERTY OWNERS SIGNATURE	DATE
---------------------------	------

*Upon penalty of perjury, I represent by this signature that I have the consent, authority and agreement of all other owners of the involved properties to submit this application.*

**PUBLIC NOTICE**

**ZONE MAP AMENDMENT**

**PER THE REQUIREMENTS OF SECTION 1100 OF THE NEW LONDON ZONING REGULATIONS WE ARE REQUIRED TO NOTIFY YOU AS A PROPERTY OWNER LOCATED WITH IN ONE HUNDRED & FIFTYFEET (150') OF:**

**ADDRESS OF PROPERTY**

**TAX MAP/BLOCK/LOT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A Public Hearing is to be held before the New London Planning & Zoning Commission on:**

**DATE:** \_\_\_\_\_

**TIME:** \_\_\_\_\_

**LOCATION OF MEETING:** \_\_\_\_\_

**Regarding an application by:** \_\_\_\_\_  
Name of Applicant

**For Zone Map Amendment under Section (Number) 1100 of the New London Zoning Regulations.**

**The property is owned by** \_\_\_\_\_  
(Name of Property Owner)

**Name of Business:** \_\_\_\_\_

**Description of Amendment:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**At this hearing, interested persons may appear and be heard and written correspondence will be received.**

**Copies of the application and supporting documentation are on file at the Office of Development & Planning (ODP), 111 Union Street, New London, Connecticut. For further information regarding this application, please contact ODP at the following telephone number, (860) 437-6379 or by fax at (860) 437-4467.**



# LIST OF PROPERTY OWNERS

Each application for a Zone Map Amendment shall include a list, prepared by the applicant, of the names and addresses of the owners of all land included within the application and of all properties 150 feet or less distance therefrom, all as shown on the most recent records on file in the City of New London's Tax Assessor's Office (or the actual owners of record if otherwise known to the applicant). The applicant shall mail notification of said pending application to at least one owner of each such property not more than 15 days or less than 10 days before the date set for the public hearing, by transmitting the text of the public hearing notice as provided by the Commission.

PROPERTY OWNER	STREET	CITY	STATE	ZIP CODE
State Street Atelier	140 State St	New London	CT	06320
Bob Jones	123 S. Main St	Orlando	FL	24015
Leland & Sandra Ryder	27 Monson Tnpk	Ware	MA	01082
Black Acre Assoc	75 Eugene O'Neill	New London	CT	06320
Cabrini Inc.	PO Box 2042	New London	CT	06320
Mary Smith Rodgers	12 Crest Street	Mystic	CT	06320



# EXTENSION OF TIME

I hereby grant to the New London Planning & Zoning Commission an extension of time beyond the normal statutory limits to:

- Set a public hearing date \_\_\_\_\_
- Continue the public hearing \_\_\_\_\_
- Render a decision \_\_\_\_\_

concerning my application for \_\_\_\_\_

Such extension shall expire on: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant or Agent Date

\_\_\_\_\_  
Signature of Property Owner Date

## **ARTICLE XI.**

### **Amendments**

#### **Section 1100 Amendments**

The districts established by this regulation or the boundaries thereof may be changed, altered, or any provision thereof may be changed, altered, or amended and any property within the city may be rezoned, reclassified or established whenever the public necessity, convenience or general welfare requires the same by the procedure set forth in this section .

#### **Section 1110 Initiation**

Any such change, amendment, alteration, rezoning or establishment (singly or collectively referred to herein as an "amendment") may be initiated by:

- A. The filing of a verified petition of one or more persons having legal or equitable interest in the property affected by the proposed amendment, which petition shall be filed in triplicate with the ZO and shall contain reasons why the change of zone is being sought, and by a fee in accordance with the schedule of fees of the City of New London, to cover the cost of administration.
- B. Where the interests of the City are concerned, a petition by a proper official shall be filed in duplicate with the ZO.

#### **Section 1120 Hearings**

- A. Public Hearing and Notice.

The Planning and Zoning Commission shall hold a public hearing on all proposed amendments to the Zoning Regulations or Zoning Map and the ZO shall publish a notice of said hearing in a newspaper having a substantial circulation in the municipality at least twice at intervals of not less than two days, the first not more than 15 days nor less than 10 days, and the last not less than two days before such hearing.

- B. The date of receipt of an application is the day of the Commission or Zoning Board of Appeal's next regularly scheduled meeting or 35 days after the application is submitted, whichever is sooner.

Commencement of the public hearing must be within 65 days of the date of receipt; the public hearing must be completed within 35 days of commencement; and, the Commission or Board must render a decision to reject, modify and approve or approve the application within 65 days of the completion of the public hearing.

An applicant can consent to extend the time frames for any of the above steps, but the total of all extensions together cannot exceed 65 days. (Amended 12/4/03)

- C. Further, the petitioner shall erect, or cause to have erected, a sign on the premises affected by the proposed amendment at least 15 days prior to the public hearing on such amendment. Said sign shall be approved by the ZO upon request of the petitioner. Said sign shall be installed by the petitioner, securely fastened or staked, be clearly visible from the street closest to the affected property, and be maintained as such until 15 days following the public notice of the Commission Action.

A report from the ZO attesting to whether the above described sign was erected and maintained as required shall be made part of the record at the public hearing. Failure of a petitioner to comply with this requirement may be grounds for automatic denial of the amendment with consideration being given to cases where weather conditions or acts of vandalism have destroyed a properly posted sign.

- D. Notification of Adjoining Property Owners. When the request is for a change in zoning district boundaries, the applicant shall prepare and submit with his application a list of the names and addresses of the owners of all properties within the area which is the subject of the application and of all properties 150 feet or less distance therefrom, all as shown on the records of the City of New London's Tax Assessor's Office (or the actual owners of record if otherwise known to the applicant). The applicant shall mail notification of said pending application to at least one owner of each property not more than 30 days or less than 10 days before the date set for the public notice. Evidence of such mailing shall be submitted in the form of United States Post Office Certificates of Mailing to the Zoning Enforcement Officer at least five days prior to the hearing date.

The provisions of this section shall not apply in the case of Zoning Regulation changes or zone map changes initiated by the New London Planning and Zoning Commission. (Amended 12/26/86)

#### **Section 1130 Notice to Regional Planning Agency**

Where a proposed change occurs within 500 feet of a municipal boundary the Planning and Zoning Commission shall give written notice to the Regional Planning Agency at least 35 days prior to the public hearing. The Regional Planning Commission shall report its findings at or before the hearing. The report of the Regional Planning Agency is advisory.

#### **Section 1140 Notice to Coastal Area Management Program of DEP**

Any proposed amendment to these Regulations or the Zoning Map which affects the area within the coastal boundary shall be referred to the Coastal Area Management Program of the Connecticut Department of Environment Protection (DEP) for review and comment at least thirty-five (35) days prior to the commencement of the hearing thereon. Such comment shall be read into the record of the public hearing and shall be considered by the Commission before

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taking action on the proposal. Failure to comment by the DEP shall not be construed to be approval or disapproval. (Amended 7/11/88)

**Section 1150 Action by Planning and Zoning Commission**

Within 65 days following the close of the public hearing, the Planning and Zoning Commission shall act to approve or disapprove the proposed amendment by a majority vote of all the members of said Commission. If a protest against a proposed change is filed at or before the hearing, signed by the owners of 20 percent or more of the area of the lots included in such proposed change or of the lots within 500 feet in all directions of the property included in the proposed change, such change shall not be adopted except by a vote of two-thirds of the members of the Commission.