



© Town of Bethany

TOWN OF BETHANY LAND USE & BUILDING DEPARTMENT

Town Hall – 40 Peck Road
Bethany, Connecticut 06524-3378
Telephone: (203) 393-2100 ext. 1135

Shed Application Check List

- Applicants must call QVHD (203) 248-4528 prior to applying with the Town.

The application must include:

- Must provide QVHD approved permit prior to the application including:
 - Plot plan clarifying shed location.
 - Plot plan indicating setbacks from abutting property lines.

Including:

- Complete Zoning Permit
- Complete Building Permit (if shed size is over 200 sq. ft.)
- Payment (Call 203-393-2100 ext. 1135 to confirm payment fees)
- Homeowner's Authorization if contractor is applying.
- Contractor's License
- Contractor's Certificate of Liability Insurance or
- CT form 7A, 7B, or 7C Workers Compensation Waivers
- ***Must also provide the Mailing Certificate from the Post Office:***
Complete the following steps to bring to the post office to acquire the mailing certificate as required to complete the permit application package: Call the Building Clerk for the list of all 100 ft. abutters to the property.
 - Fill out Postal Service form 3877 with the names and addresses of all abutters.
 - Postmark envelopes with ZEO letter to each abutter, include copies of the permits.