Instructions for filing an application for the Conservation Commission 2011

1. Fill out application form
2. Use the name of the home owner
3. Have the home owner sign the application form
4. Get a letter of authorization from the home owner for you to represent
5. Prepare white business envelopes with stamps with the name of each abutting property owner and submit with the application
6. Prepare 4 copies of a detailed site plan with the wetlands marked with footages from the activity to the wetlands
7. Fee: check made out to the Town of Weston:

Signficant activity under 500 square feet of disturbed soil	$300.
Substantial activity under 500 square feet of disturbed soil	$600.
Lot (subdivisions only)	$200.
Administrative review	$100.
Conservation planner site visit	$50.00
Subdivisions, commercial activities & major civil works	$1000.+ $600.per lot

ALL FEES, PLEASE ADD $60.00 FOR THE STATE.

Bring in all this information to Joan Lewis, Administrative Assistant to the Conservation Commission at Town Hall, one week or more, prior to the meeting date. The agenda is sent out at noon on Wednesday before the Tuesday meeting.

The Commission meets the third Tuesday of every month at 7:30 p.m. in the Conference Room located at Town Hall Annex, 24 School Road.

You will be notified by mail with an agenda of the meeting.

Each application takes two or more meetings depending upon the activity. If the application is complete, it will be received at the first meeting. The Commission will take a site walk which will occur on a Saturday morning between 8 a.m. and 10:30 a.m., date of which will be announced at the meeting. At the second meeting, hopefully the application will be approved.

If you need help with your wetland activity, our Conservation Planner, Fred Anderson is available at 222 2681. Or you can call Joan Lewis, Administrative Assistant to the Conservation Commission at 222 2618.

APPLICATION FOR PERMISSION TO CONDUCT A REGULATED ACTIVITY WITHIN AN INLAND OR WATERCOURSE AREA IN WESTON.

Date:_____

Name of Applicant:_____

Home Address & Telephone ;_____

Name of Property Owner:_____
If not property owner:
Home Address & telephone_____

Business Address & telephone_____

Applicant's interest in property (owner, lessee, _____

Geographical Location of Property:_____

Assessor's Map No._____Block_____Lot_____

Is property within 500 feet of any Town boundary line?_____

Type of ruling requested: Declaratory_____Summary_____Plenary_____

Description of proposed activity for which permit sought:_____

_____

_____alteration_____construction_____deposition of _____removal of _____other

Property to be affected by proposed activity contains:

_____

_____wetland soils_____bog_____swamp_____marsh_____floodplain

_____stream or river_____lake or pond_____other regulated area, describe

the following information and material may be required to be filed as part of this application:

Map of property involved drawn to adequate scale to show the following info:

____boundaries of property
____location of wetlands, watercourses
____soil types
____elevations at 2 foot contours within 100 feet of wetlands & watercourses
____location of proposed activity or use
____location of proposed existing structures
____vicinity sketch showing adjoining properties & wetlands, watercourses and/or soil types.
____biological evaluation
____hydrological evaluation, including surface run-off calculations for 50 year storm
____erosion and sediment control plan.
____analysis of material to be deposited
____names & addresses of current adjacent property owners and property owners across the street from the subject property, plus stamped, addressed envelopes for such property owners.
____a statement describing the purpose of the proposal, including a description of proposed construction activity.
____owner's written consent to proposed activity (if applicant is not the owner)
____fee

The applicant, pursuant to the provisions of the Inland Wetland and Watercourses Regulations of the Town of Weston.

The applicant hereby consents to necessary and property inspection of the property which is the subject of this application by the Commission, its staff and agents, at reasonable times, both before and after the permit in question has been granted.

The undersigned applicant swears that all statements herein and all information submitted in connection with this application is true and correct to the best of his knowledge and belief.

Applicants Signature _____

TOWN of WESTON, CONNECTICUT

Incorporated 1787

Conservation Commission

CONSERVATION COMMISSION APPLICATION FEES

Regular Commission Applications: Commission Review

Area Disturbed or Activity in Regulated Area or as allowed by Regulation

"Substantial Activity Up to and Including 500sqft" = $300.00

"Substantial Activity Greater Than 500sqft" = $600.00

CT State Fee (Per Statute) - - - - - - - - - - - = $60.00

Subdivisions:

$600.00 + $200.00 / Lot

Subdivisions, Commercial Activities and Major Civil Works:

$1000.00 + $600 / Lot

Administrative: Conservation Planner Review

Area Disturbed or Activity in Regulated Area or as allowed by Regulation

Up to and Including 500sqft = $100.00

Activity Greater Than 500sqft = $300.00 (Any Activity >500sqft, even though done administratively, is a "Substantial Activity")

CT State Fee (Per Statute) = $60.00

The Conservation Planner Site Visit Fee of $50.00 has been waived. However, a Fee may be imposed under special circumstances to be determined by the Conservation Commission.

The Support Service Fee regarding technical consultants will also apply.

56 Norfield Road, P.O. Box 1007, Weston CT 06883 Tel. (203) 222-2618 FAX (203) 222-8871

Attachment to Applications to the Weston Conservation Commission, Planning & Zoning Commission and Board of Zoning Appeals

Notification Process for Applicants with Projects in Public Water Supply Watersheds or Aquifer Protection Areas

Effective October 1, 2006, the Commissioner of the Connecticut Department of Public Health (CTDPH) must be notified by applicants before the Town's Conservation Commission, Planning & Zoning Commission, Zoning Board of Appeals for any project located within a public water supply watershed or aquifer protection area. This notification is in addition to the required notification to the water companies. Any forms of past notification to the water companies are not changing with this new CTDPH notification requirement.

The process that an applicant must follow to satisfy the new CTDPH notification requirement is:

1. Refer to the map "Weston, CT Public Drinking Water Source Protection Areas" to determine whether your project falls within a public water supply watershed or aquifer protection area. The map is available for viewing at Weston Town Hall in the Planning & Zoning Commission's Office and in the Conservation Planner's Office.
2. Go to the CTDPH website at http://www.dph.state.ct.us
3. Click on "Programs and Services"
4. Click on "D" and then "Drinking Water Section"
5. Click on "Source Water Protection" on the right hand side menu
6. Click on "Notification Process Under PA0653"
7. Click on "Notifying us using our online form"
8. Complete the Public Water Supply Watershed or Aquifer Area Project Notification Form and submit the form by clicking on the "Submit Form" button.

Conservation Commission
2011 Schedule of Meetings
Weston Town Hall Annex Conference Room
24 School Rd
Weston, CT 06883
7:30 p.m.

Meeting Date	**Site Walk**	**Agenda Date**
January 18	January 15	January 12
February 15	February 5	February 9
March 15	March 5	March 9
April 12	April 2	April 6
May 17	May 7	May 11
June 21	June 11	June 15
July 19	July 9	July 13

AUGUST RECESS – No Meeting.

September 20	September 10	September 14
October 18	October 8	October 12
November 15	November 5	November 9
December 13	December 3	December 7