

CONSERVATION INLAND/WETLAND COMMISSION
TOWN OF NEW FAIRFIELD
4 BRUSH HILL RD, NEW FAIRFIELD, CT 06812-2665
TEL: (203) 312-5640 FAX: (203) 312-5608

Instructions for Filing a Conservation Inland Wetlands Application

1. A completed application form. – Original only
2. A scaled site plan/survey showing the proposed project/activity with distances to wetlands/watercourses along with any additional information required (see question 2). - Original
3. Copy of letter to abutters along with a list and certified mail receipts.
4. A completed Mandatory Pre Application required by the State of Connecticut.
5. The application/permit fee must be submitted with application by check/money order payable to the Town of New Fairfield and mailed to the above address or placed in the lock box outside the back door of Town Hall.
6. A completed application form and a scaled site plan/survey showing the proposed project/activity with distances to wetlands/watercourses along with any additional information required (see question 2), must be e-mailed to cfennessey@newfairfield.org.
7. If the homeowner is not the applicant A Letter of Authorization is required.
8. If your project is in the NYC watershed you need to email Maria Tupper-Goebel, PWS, NYC Environmental Protection, at Mtupper-goebel@dep.nyc.gov the entirety of the application packet instead of certified mail and confirmation of receipt.

Other Information

1. Applicants should visit the Conservation Inland Wetlands website at www.newfairfield.org for the new regulations.
2. The Applicant should check to see if there are any other requirement which will be needed with the Health Department, Zoning Enforcement Officer, and Building Inspector.