

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 and 7 copies.
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 and 7 copies.
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.
6. If the homeowner is not the applicant A Letter of Authorization is required.

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.

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SHORT APPLICATION FOR PERMIT

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Refer to Section 7.5 of Regulations for more information required for this application.

PROPERTY LOCATION _____

MAP-BLOC-LOT _____

APPLICANT NAME _____

ADDRESS _____

PHONE _____

If Applicant is not owner;

OWNER'S NAME _____

ADDRESS _____

PHONE _____

OWNER'S PERMISSION TO REPRESENT ATTACHED _____ Y _____ N _____

1) Description of Proposed Activity (Sec.7.5) _____

2) Site Maps, if required, should provide maps of site, adjacent area, upland review area, A-1 Survey, wetlands, contours, buildings, septic systems, roads, driveways, drainage, erosion control, and closest distance to wetlands _____

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APPLICATION FOR PERMIT

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3) Is the project within 500 feet of an adjoining municipality? _____ Y__ N__
(If yes additional information required see Sec. 7.5)

4) If wetlands are impacted, describe area of impact, mitigation and alternatives. _____

5) Are there alternatives to the Project? _____

6) Notification to abutters by Certified Mail provided _____ Y. __ N. __

7) Signature of Applicant and or Owner certifying information provided is correct, and
knowledge of New Fairfield Inland/ Wetlands Regulations:

Applicant. _____ Date. _____

Owner. _____ Date. _____

Received. _____ Date. _____

Fees paid. _____ Date. _____

Regulations, application and fee schedule revised May 2, 2019, Adopted and Approved January 21, 2020
at the regulation meeting. Recorded January 30, 2020; Date of publication January 30, 2020; effective
February 5, 2020.

Received for Record. JAN 30 2020
at 12 h 41 m P M and recorded by
Pamela J. Dohan
Pamela J. Dohan, Town Clerk, New Fairfield, CT

TOWN OF NEW FAIRFIELD

Land Use Departments
4 Brush Hill Road
New Fairfield, Ct 06812-2665
Tel: (203) 312-5640 Fax: (203) 312-5612

**MANDATORY PRE APPLICATION
FOR ALL LANDUSE, HEALTH, AND BUILDING APPLICATIONS**

Except for interior work in existing buildings and exterior work that does not expand or alter the footprint of an existing building.

Effective October 1, 2005 no Land Use, Health or Building application for a permit may be filed until the holder(s) of any conservation restriction or preservation restriction on the subject property has been notified. Please see the attached legislation, PA 05-124.

Please provide the name of the property owner(s) and street address of the property for which one of the above applications will be submitted and complete either A or B below.

Property Owner(s):

Address of Permit Application:

- A. I hereby certify there are NO conservation easements or restrictions nor any preservation restrictions on the above referenced property:

Signature of Property Owner: Date _____

Signature of Property Owner: Date _____

- B. There ARE conservation easements or restrictions or preservation restrictions on the above referenced property.

Name/Phone Number of Restriction Holder:

Please attach one of the following:

1. Proof that the holder of the conservation or preservation restriction was notified by certified mail/return receipt requested of the property owner's intent to apply for a Land Use, Health, or Building permit in the Town of New Fairfield.
2. A letter from the conservation or preservation restriction holder verifying that the application is in compliance with the terms of the restriction.

Substitute House Bill No. 6783

Public Act No. 05-124

AN ACT CONCERNING THE PRESERVATION AND USE OF AGRICULTURAL LANDS AND CONSERVATION AND PRESERVATION RESTRICTIONS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 47-42a of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2005):

For the purposes of sections 47-42b, [and] 47-42c and section 2 of this act, the following definitions shall apply:

(a) "Conservation restriction" means a limitation, whether or not stated in the form of a restriction, easement, covenant or condition, in any deed, will or other instrument executed by or on behalf of the owner of the land described therein, including, but not limited to, the state or any political subdivision of the state, or in any order of taking such land whose purpose is to retain land or water areas predominantly in their natural, scenic or open condition or in agricultural, farming, forest or open space use.

(b) "Preservation restriction" means a limitation, whether or not stated in the form of a restriction, easement, covenant or condition, in any deed, will or other instrument executed by or on behalf of the owner of land, including, but not limited to, the state or any political subdivision of the state, or in any order of taking of such land whose purpose is to preserve historically significant structures or sites.

Sec. 2. (NEW) (Effective October 1, 2005) (a) For purposes of this section, "state or local land use agency" includes, but is not limited to, a municipal planning commission, municipal zoning commission, combined municipal planning and zoning commission, a municipal zoning board of appeals, municipal inland wetlands and watercourses agency, a municipal historic district commission and any state agency that issues permits for the construction or improvement of real property.

(b) No person shall file a permit application with a state or local land use agency or a local building official or director of health, other than for interior work in an existing building or for exterior work that does not expand or alter the footprint of an existing building, relating to property that is subject to a conservation restriction or a preservation restriction unless the applicant provides proof that the applicant has provided written notice of such application, by certified mail, return receipt requested, to the party holding such restriction not later than sixty days prior to the filing of the permit application. In lieu of such notice, the applicant may submit a letter from the holder of such restriction or from the holder's authorized agent, verifying that the application is in compliance with the terms of the restriction. If the applicant has provided written notice pursuant to this subsection, the holder of the restriction may provide proof to the state or local land use agency or local building official or director of health that granting of the permit application will violate the terms of the restriction and such agency, official or director shall not grant the permit.

(c) If the applicant fails to comply with the provisions of subsection (b) of this section, the party holding the conservation or preservation restriction may, not later than fifteen days after receipt of actual notice of permit approval, file an appeal with the state or local land use agency or local building official or director of health, subject to any rules of such agency, official or director relating to appeals. The agency, official or director shall reverse the permit approval upon a finding that the requested land use violates the terms of such restriction.

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Appendix A

The following fees shall be levied on applications filed for activities before the Commission:

Fee Schedule:

<u>Type of Activity</u>	<u>Minimum Fee</u>	<u>Additional Fee</u>
Subdivision, site plan, 5 lots or greater in size Additional fee based upon each additional lot.	\$1,500.00	\$250.00
Subdivision, site plan, less than 5 lots	\$1,000.00	N/A
Single Family Residence	\$ 500.00	
Residential Expansion with greater than 50% of footprint expansion.	\$ 350.00	
Residential expansion 25%-50% of footprint expansion or additions, in-ground pool, etc.	\$ 250.00	
Residential expansion less than 25% of footprint expansion, or other minimal activities such as deck, above ground pools, etc.	\$ 150.00	
Commercial and other nonresidential activities.	\$2,000.00	
Commercial and other nonresidential activities expansion greater than 50% of footprint expansion.	\$1,000.00	
Commercial and other nonresidential activities expansion 25%-50% of footprint expansion.	\$ 500.00	
Commercial and other nonresidential activities expansion less than 25% of footprint expansion.	\$ 250.00	
Permit Modification/amendment/revision	Fee is equal to one half (1/2) of original application fee.	
Public Hearing Fee	\$ 750.00	
Permit Renewal Fee	\$ 250.00	
Transfer Fee	\$ 250.00	
Additional fee for work performed without a permit.	\$ 500.00	

State Filing Fee

An additional State filing Fee of \$60.00 to be paid on all applications (pursuant to CGS22a-27j amended by PA00-196, PA03-06 & P04-0144). Revised State filing fee 7/2009

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Pamela J. Dohan
Pamela J. Dohan, Town Clerk, New Fairfield, CT

From:

CERTIFIED MAIL: RETURN RECEIPT

DATE:

TO:

SAMPLE LETTER

Dear:

As a requirement of the Inland/Wetland Application we are notifying you,
because, you are an abutting property owner of _____ Address _____.
I/we are submitting an application to construct a _____ Type of project _____.
_____ If you are attending a meeting give the date _____.

If you have any questions or concerns the application is on file in the Land Use Dept of
Town Hall.

Your Signature