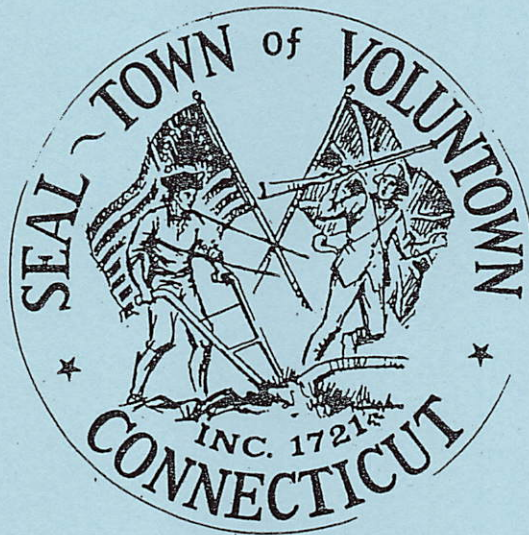


# Wetlands Regulations

Town of Voluntown, Connecticut



Regulations For The Protection And Preservation Of  
Inland Wetlands And Watercourses

Adopted: May 3, 2012

Effective: June 1, 2012





**TOWN OF VOLUNTOWN INLAND WETLANDS AND  
WATERCOURSES REGULATIONS**

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## SECTION 1 TITLE AND AUTHORITY

1.1 The inland wetlands and watercourses of the State of Connecticut are an indispensable and irreplaceable but fragile natural resource with which the citizens of the state have been endowed. The wetlands and watercourses are an interrelated web of nature essential to an adequate supply of surface and underground water; to hydrological stability and control of flooding and erosion; to the recharging and purification of groundwater; and to the existence of many forms of animal, aquatic and plant life. Many inland wetlands and watercourses have been destroyed or are in danger of destruction because of unregulated use by reason of the deposition, filling or removal of material, the diversion or obstruction of water flow, the erection of structures and other uses, all of which have despoiled, polluted and eliminated wetlands and watercourses. Such unregulated activity has had, and will continue to have, a significant, adverse impact on the environment and ecology of the state of Connecticut and has and will continue to imperil the quality of the environment thus adversely affecting the ecological, scenic, historic and recreational values and benefits of the state for its citizens now and forever more. The preservation and protection of the wetlands and watercourses from random, unnecessary, undesirable and unregulated uses, disturbance or destruction is in the public interest and is essential to the health, welfare and safety of the citizens of the state. It is, therefore, the purpose of these regulations to protect the citizens of the state by making provisions for the protection, preservation, maintenance and use of the inland wetlands and watercourses by minimizing their disturbance and pollution; maintaining and improving water quality in accordance with the highest standards set by federal, state or local authority; preventing damage from erosion, turbidity or siltation; preventing loss of fish and other beneficial aquatic organisms, wildlife and vegetation and the destruction of the natural habitats thereof; deterring and inhibiting the danger of flood and pollution; protecting the quality of wetlands and watercourses for their conservation, economic, aesthetic, recreational and other public and private uses and values; and protecting the state's potable fresh water supplies from the dangers of drought, overdraft, pollution, misuse and mismanagement by providing an orderly process to balance the need for the economic growth of the state and the use of its land with the need to protect its environment and ecology in order to forever guarantee to the people of the state, the safety of such natural resources for their benefit and enjoyment and for the benefit and enjoyment of generations yet unborn.

1.2 These regulations shall be known as the "Inland Wetlands and Watercourses Regulations of the Town of Voluntown."

1.3 The Inland Wetlands and Watercourses Commission of the Town of Voluntown was established in accordance with an ordinance adopted and shall implement the purposes and provisions of these regulations and the Inland Wetlands and Watercourses Act in the Town of Voluntown.



1.4 These regulations have been adopted and may be amended, from time to time, in accordance with the provisions of the Inland Wetlands and Watercourses Act and these regulations.

1.5 The Commission shall enforce the Inland Wetlands and Watercourses Act and shall issue, issue with terms, conditions, limitations or modifications, or deny permits for all regulated activities in the Town of Voluntown pursuant to sections 22a-36 to 22a-45, inclusive, of the Connecticut General Statutes, as amended.

1.6 The Town of Voluntown, Connecticut contains many significant wetlands, water bodies, rivers and streams, which include: Beach Pond, Glasgo Pond, the Pachaug River, Beachdale Pond, Mount Misery Brook, Sawmill Pond, Denison brook, Great meadow Swamp and Brook, Green Falls and Green Falls River, Wood River, Bailey Pond and Hazard Pond, as well as many others, all of which serve to supply surface and underground water; to support the hydrological stability and control of flooding and erosion; to aid in the recharging and purification of groundwater; and to serve as habitat for the existence of many forms of animal, aquatic and plant life. It is a goal of these regulations to protect, preserve and maintain the quality of this water supply by preserving and maintaining the quality of Voluntown's inland wetlands and watercourses and associated areas so as to minimize their disturbance and pollution; maintain and improve water quality; prevent damage from erosion, turbidity or siltation; prevent loss of fish and other aquatic organisms, wildlife habitats, and vegetation; both potential and current potable fresh water supplies so as to guarantee the people of Voluntown and future generations the safety, enjoyment and benefit of such natural resources.

## **SECTION 2 DEFINITIONS**

2.0 As used in these regulations:

2.1 "Act" means the Inland Wetlands and Watercourses Act, sections 22a-36 through 22a-45, inclusive, of the Connecticut General Statutes, as amended.

2.2 "Bogs" are watercourses distinguished by evergreen trees and shrubs underlain by peat deposits, poor or very poor drainage, and highly acidic conditions.

2.3 "Clear-cutting" means the harvest of timber in a fashion, which substantially removes all trees down to a two-inch diameter at breast height.

2.4 "Commission" means the Inland Wetlands and Watercourses Commission of the Town of Voluntown.

2.5 "Commission Member" means a member of the Inland Wetlands and Watercourses Commission of the Town of Voluntown.

2.6 "Commissioner of Environmental Protection" means the commissioner of the State of Connecticut Department of Environmental Protection.

2.7 "Continual flow" means a flow of water which persists for an extended period of time; this flow may be interrupted during periods of drought or during the low flow period of the annual hydrological cycle, June through September, but it recurs in prolonged succession.

2.8 "Deposit" includes, but shall not be limited to fill, grade, dump, place, discharge or emit.

2.9 "Designated agent" means an individual(s) designated by the Voluntown Inland Wetlands and Watercourses Commission to carry out its functions and purposes.

2.10 "Discharge" means emission of any water, substance, or material into waters of the state whether or not such substance causes pollution.

2.11 "Disturb the natural and indigenous character of the wetland or watercourse" means to alter the inland wetlands and watercourses by reason of removal or deposition of material, clearing the land, altering or obstructing water flow, or pollution.

2.12 "Essential to the farming operation" means that the proposed activity is necessary and indispensable to sustain farming activities on the farm.

2.13 "Farming" shall be consistent with the definition as noted in section 1-1(q) of the Connecticut General Statutes. (See Appendix A)

2.14 "Feasible" means able to be constructed or implemented consistent with sound engineering principles.

2.15 "License" means the whole or any part of any permit, certificate of approval or similar form of permission, which may be required of any person by the provisions of sections 22a-36 to 22a-45, inclusive.

2.16 "Management practice" means a practice, procedure, activity, structure or facility designed to prevent or minimize pollution or other environmental damage or to maintain or enhance existing environmental quality. Such management practices include, but are not limited to: erosion and sedimentation controls; restrictions on land use or development; construction setbacks from wetlands or watercourses; proper disposal of waste materials; procedures for equipment maintenance to prevent fuel spillage; construction methods to prevent flooding or disturbance of wetlands and watercourses; procedures for maintaining continuous stream flows; confining construction that must take place in watercourses to times when water flows are low and fish and wildlife will not be adversely affected.

2.17 "Marshes" are watercourses that are distinguished by the absence of trees and shrubs and the dominance of soft-stemmed herbaceous plants. The water tables in marshes is at or above the ground surface throughout the year and areas of open water six



inches or more in depth are common, but seasonal water table fluctuations are encountered.

2.18 "Material" means any substance, solid or liquid, organic or inorganic, including but not limited to: soil, sediment, aggregate, land, gravel, clay, bog, peat, mud, debris, sand, refuse or waste.

2.19 "Municipality" means the Town of Voluntown.

2.20 "Nurseries" means places where plants are grown for sale, transplanting, or experimentation.

2.21 "Ordinary high water mark" means a mark on the land caused by the presence and action of water, which presence and action is so common and usual and so long continued in all ordinary years so as to mark upon the land a distinction between the abutting upland and the watercourse and ascertaining thereon an abrupt change in the characteristics of soil or vegetation or slope of the land.

2.22 "Permit" means the whole or any part of any license, certificate or approval or similar form of permission, which may be required of any person by the provisions of these regulations and the Act or other municipal, state and federal law.

2.23 "Permittee" means the person to whom a permit has been issued.

2.24 "Person" means any person, firm, partnership, association, corporation, limited liability company, company, organization or legal entity of any kind, including municipal corporations, governmental agencies or subdivisions thereof.

2.25 "Pollution" means harmful thermal effect or the contamination or rendering unclean or impure of any waters of the state by reason of any waste or other materials discharged or deposited therein by any public or private sewer or otherwise so as directly or indirectly to come in contact with any waters. This includes, but is not limited to, erosion and sedimentation resulting from any filling, land clearing or excavation activity.

2.26 "Prudent" means economically and otherwise reasonable in light of the social benefits to be derived from the proposed regulated activity provided cost may be considered in deciding what is prudent and further provided a mere showing of expense will not necessarily mean an alternative is imprudent.

2.27 "Regulated activity" means any operation within or use of a wetland or watercourse involving removal or deposition of material, or any obstruction, construction, alteration or pollution, of such wetlands or watercourses, but shall not include the specified activities in section 4 of these regulations. Furthermore, any clearing, grubbing, filling, grading, paving, excavating, constructing, depositing or removing of material and discharging of storm water on the land within the following upland review areas is a regulated activity:

- (1) Within 200 feet measured horizontally from the ordinary high water mark of Beach Pond,
- (2) Within 100 feet measured horizontally from the boundary of any other wetland or watercourse.
- (3) If significant slopes (greater than 15%) are present adjacent to any regulated areas, the Commission or its designated agent may, at its discretion, increase the upland review area to protect those regulated areas.

The Commission may rule that any other activity located within such upland review area or in any other non-wetland or non-watercourse area is likely to impact or affect wetlands or watercourses and is a regulated activity.

2.28 "Regulated area" means any wetlands or watercourses as defined in these regulations.

2.29 "Remove" includes, but shall not be limited to, drain, excavate, mine, dig, dredge, suck, bulldoze, dragline or blast.

2.30 "Rendering unclean or impure" means any alteration of the physical, chemical or biological properties of any waters of the state, including, but not limited to, change in odor, color, turbidity or taste.

2.31 "Significant impact activity" means any activity, including, but not limited to, the following activities, which may have a major effect:

- a. Any activity involving deposition or removal of material, which will or may have a substantial effect on the wetland or watercourse or on wetlands or watercourses outside the area for which the activity is proposed.
- b. Any activity which substantially changes the natural channel or may inhibit the natural dynamics of a watercourse system.
- c. Any activity which substantially diminishes the natural capacity of an inland wetland or watercourse to: support aquatic, plant or animal life and habitats; prevent flooding; supply water; assimilate waste; facilitate drainage; provide recreation or open space; or perform other functions.
- d. Any activity which is likely to cause or has the potential to cause substantial turbidity, siltation or sedimentation in a wetland or watercourse.
- e. Any activity which causes substantial diminution of flow of a natural watercourse or groundwater levels of the wetland or watercourse.
- f. Any activity which is likely to cause or has the potential to cause pollution of a wetland or watercourse.
- g. Any activity which damages or destroys unique wetland or watercourse areas or such areas having demonstrable scientific or educational value.

2.32 "Soil scientist" means an individual duly qualified in accordance with standards set by the federal Office of Personnel Management.



2.33 "Swamps" are watercourses that are distinguished by the dominance of wetland trees and shrubs.

2.34 "Submerged lands" means those lands which are inundated by water on a seasonal or more frequent basis.

2.35 "Town" means the Town of Voluntown .

2.36 "Waste" means sewage or any substance, liquid, gaseous, solid or radioactive, which may pollute or tend to pollute any of the wetlands or watercourses of the Town.

2.37 "Watercourses" means rivers, streams, brooks, waterways, lakes, ponds, marshes, swamps, bogs, and all other bodies of water, natural or artificial, vernal or intermittent, public or private, which are contained within, flow through or border upon the Town or any portion thereof not regulated pursuant to sections 22a-28 through 22a-35, inclusive, of the Connecticut General Statutes. Intermittent watercourses shall be delineated by a defined permanent channel and bank and the occurrence of two or more of the following characteristics: (a) evidence of scour or deposits of recent alluvium or detritus, (b) the presence of standing or flowing water for a duration longer than a particular storm incident, and (c) the presence of hydrophytic vegetation.

2.38 "Wetlands" means land, including submerged land as defined in this section, not regulated pursuant to sections 22a-28 through 22a-35, inclusive, of the Connecticut General Statutes, which consists of any of the soil types designated as poorly drained, very poorly drained, alluvial and floodplain by the National Cooperative Soils Survey, as it may be amended from time to time, of the Natural Resources Conservation Service of the U.S. Department of Agriculture (USDA). Such areas may include filled, graded, or excavated sites which possess an aquic (saturated) soil moisture regime as defined by the USDA Cooperative Soil Survey.

### **SECTION 3**

#### **INVENTORY OF INLAND WETLANDS AND WATERCOURSES**

3.1 The map of wetlands and watercourses entitled "Inland Wetlands and Watercourses Map, Voluntown, Connecticut" delineates the general location and boundaries of inland wetlands and the general location of watercourses. Copies of this map are available for inspection at the office of the Town Clerk or the Commission. In all cases, the precise location of regulated areas shall be determined by the actual character of the land, the distribution of wetland soil types and location of watercourses. The Commission may use aerial photography, remote sensing imagery, resource mapping, soils maps, site inspection observations or other information in determining the location of the boundaries of wetlands and watercourses.

3.2 Any person may petition the Commission for an amendment to the map. All petitions for a map change shall be submitted in writing and shall include all relevant

facts and circumstances which support the change. The petitioner shall bear the burden of proof regarding the proposed map amendment. Such proof may include, but not be limited to aerial photography, remote sensing imagery, resource mapping or other available information. The commission may require such person to provide an accurate delineation of regulated areas in accordance with section 15 of these regulations.

3.3 The Commission shall maintain a current inventory of regulated areas within the town. The Commission may amend its map as more accurate information becomes available.

3.4 All map amendments are subject to the public hearing process outlined in section 15 of these regulations.

#### **SECTION 4**

##### **PERMITTED USES AS OF RIGHT AND NON-REGULATED USES**

4.1 The following operations and uses shall be permitted in inland wetlands and watercourses, as of right:

a. Grazing, farming, nurseries, gardening and harvesting of crops and farm ponds of three acres or less essential to the farming operation, and activities conducted by, or under the authority of, the Department of Environmental Protection for the purposes of wetland or watercourse restoration or enhancement or mosquito control. The provisions of this subdivision shall not be construed to include road construction or the erection of buildings not directly related to the farming operation, relocation of watercourses with continual flow, filling or reclamation of wetlands or watercourses with continual flow, clear cutting of timber except for the expansion of agricultural crop land, or the mining of top soil, peat, sand, gravel or similar material from wetlands or watercourses for the purposes of sale;

b. A residential home for which a building permit has been issued or on a subdivision lot, provided the permit has been issued or the subdivision has been approved by a municipal planning, zoning or planning and zoning commission as of the effective date of promulgation of the municipal regulations pursuant to subsection (b) of section 22a-42a, or as of July 1, 1974, which ever is earlier, and further provided no residential home shall be permitted as of right pursuant to this subdivision unless the building permit was obtained on or before July 1, 1987.

c. Boat anchorage or mooring,

d. Uses incidental to the enjoyment and maintenance of residential property, such property defined as equal to or smaller than the largest minimum residential lot site permitted anywhere in the municipality provided that in any town where there are no zoning regulations establishing minimum residential lot sites, the largest minimum lot site shall be two acres. Such incidental uses shall include maintenance of existing structures and landscaping, but shall not include removal or deposition of significant amounts of material from or onto a wetland or watercourse, or diversion or alteration of a watercourse.

e. Construction and operation, by water companies as defined by section 16-1 of the Connecticut General Statutes or by municipal water supply systems as provided for in



Chapter 102, of the Connecticut General Statutes, of dams, reservoirs and other facilities necessary to the impounding, storage and withdrawal of water in connection with public water supplies except as provided in sections 22a-401 through 22a-410 of the Connecticut General Statutes.

f. Maintenance relating to any drainage pipe which existed before the effective date of any municipal regulations adopted pursuant to section 22a-42a of the Connecticut General Statutes or July 1, 1974, which ever is earlier, provided such pipe is on property which is zoned as residential but which does not contain hydrophytic vegetation. For purposes of this subdivision, "maintenance" means the removal of accumulated leaves, soil, and other debris whether by hand or machine, while the pipe remains in place.

g. Withdrawals of water for fire emergency purposes.

4.2 The following operations and uses shall be permitted, as nonregulated uses in wetlands and watercourses, provided they do not disturb the natural and indigenous character of the wetland or watercourse by removal or deposition of material, alteration or obstruction of water flow or pollution of the wetland or watercourse:

a. Conservation of soil, vegetation, water, fish, shellfish, and wildlife;

b. Outdoor recreation including play and sporting areas, golf courses, field trials, nature study, hiking, horseback riding, swimming, skin diving, camping, boating, water skiing, trapping, hunting, fishing and shell fishing where otherwise legally permitted and regulated; and

c. The installation of a dry hydrant by or under the authority of a municipal fire department, provided such dry hydrant is only used for firefighting purposes and there is no alternative access to a public water supply. For the purposes of this section, "dry hydrant" means a non-pressurized pipe system that: (A) is readily accessible to fire department apparatus from a proximate public road, (B) provides for the withdrawal of water by suction to such fire department apparatus, and (C) is permanently installed into an existing lake, pond or stream that is a dependable source of water.

4.3 All activities in wetlands or watercourses involving filling, excavating, dredging, clear cutting, clearing, or grading or any other alteration or use of a wetland or watercourse not specifically permitted by this section and otherwise defined as a regulated activity by these regulations shall require a permit from the Commission in accordance with section 6 of these regulations, or for certain regulated activities located outside of wetlands and watercourses from the duly authorized agent in accordance with section 12 of these regulations.

4.4 To carry out the purposes of this section, any person proposing a permitted operation and use of a nonregulated operation and use shall, prior to commencement of such operation and use, notify the Commission on a form provided by it, and provide the Commission with sufficient information to enable it to properly determine that the proposed operation and use is a permitted or nonregulated use of a wetland or watercourse. The Commission shall rule that the proposed operation and use or portion of it is a permitted or nonregulated operation and use or that the proposed operation and use is a regulated activity and a permit is required.

**SECTION 5**  
**ACTIVITIES REGULATED EXCLUSIVELY BY THE COMMISSIONER OF**  
**ENVIRONMENTAL PROTECTION**

5.1 The Commissioner of Environmental Protection shall have exclusive jurisdiction over regulated activities in or affecting wetlands or watercourses, undertaken by any department, agency or instrumentality of the State of Connecticut, except any local or regional board of education, pursuant to sections 22a-39 or 22a-45a of the Connecticut General Statutes..

5.2 The Commissioner of Environmental Protection shall have exclusive jurisdiction over tidal wetlands designated and regulated pursuant to sections 22a-28 through 22a-35 of the Connecticut General Statutes, as amended.

5.3 The Commissioner of Environmental Protection shall have exclusive jurisdiction over activities authorized under a dam repair or removal order issued by the Commissioner of Environmental Protection under section 22a-402 or a dam construction permit issued by the Commissioner of Environmental Protection under sections 22a-403 of the Connecticut General Statutes. Any person receiving such dam repair or removal order or permit shall not be required to obtain a permit from a municipal wetlands agency for any action necessary to comply with said dam order or to carry out the activities authorized by said dam permit.

5.4 The Commissioner of Environmental Protection shall have exclusive jurisdiction over the discharge of fill or dredged materials into the wetlands and watercourses of the state pursuant to section 401 of the Federal Clean Water Act, as amended, for activities regulated by the U.S. Army Corps of Engineers under section 404 of the Federal Clean Water Act.

**SECTION 6**  
**REGULATED ACTIVITIES TO BE LICENSED**

6.1 No person shall conduct or maintain a regulated activity without first obtaining a permit for such activity from the Inland Wetlands and Watercourses Commission of the Town of Voluntown.

6.2 The Commission shall regulate any operation within 100' of a wetland or watercourse, and within 200' of Beach Pond, involving removal or deposition of material, or any obstruction, construction, alteration or pollution, of such wetlands or watercourses and any other regulated activity, unless such operation or use is permitted or non-regulated pursuant to section 4 of these regulations. If significant slopes (greater than 15%) are present adjacent to any regulated areas, the Commission or its designated agent may, at its discretion, increase the upland review area to protect those regulated areas.



6.3 Any person found to be conducting or maintaining a regulated activity without the prior authorization of the Commission, or violating any other provision of these regulations, shall be subject to the enforcement proceedings and penalties prescribed in section 14 of these regulations and any other remedies as provided by law.

6.4 The Commission shall regulate any activity that occurs in non-wetland upland or non-watercourse areas that are likely to impact or affect inland wetlands or watercourses.

## SECTION 7 APPLICATION REQUIREMENTS

7.1 Any person intending to conduct a regulated activity or to renew or amend a permit to conduct such activity, shall apply for a permit on a form provided by the Commission. The application shall contain the information described in this section and any other information the Commission may reasonably require. Application forms may be obtained in the offices of the Voluntown Town Clerk or the Commission.

7.2 If an application to the Town of Voluntown Planning and Zoning Commission for subdivision or re-subdivision of land involves land containing a wetland or watercourse, the applicant shall, in accordance with Section 8-3(g), 8-3c, or 8-26, as applicable, of the Connecticut General Statutes, submit an application for a permit to the Commission in accordance with this section, no later than the day the application is filed with such planning and zoning commission.

7.3 The application shall contain such information as is necessary for a fair and informed determination thereon by the Commission.

7.4 A prospective applicant may request the Commission to determine whether or not a proposed activity involves a significant impact activity.

7.5 All applications shall include the following information in writing or on maps or drawings:

- a. The applicant's name, home and business mailing addresses and telephone numbers; if the applicant is a Limited Liability Corporation or a Corporation the managing member's or responsible corporate officer's name, address, and telephone number;
- b. The owner's name, mailing address and telephone number and written consent of the land owner if the applicant is not the owner of the land upon which the subject activity is proposed;
- c. The applicant's interest in the land;
- d. The geographical location of the land which is the subject of the proposed activity and a description of the land in sufficient detail to allow identification of the

inland wetlands and watercourses, the area(s) (in acres or square feet) of wetlands or watercourses to be disturbed, soil type(s), and wetland vegetation;

e. The purpose and a description of the proposed activity and proposed erosion and sedimentation controls and other management practices and mitigation measures which may be considered as a condition of issuing a permit for the proposed regulated activity including, but not limited to, measures to (1) prevent or minimize pollution or other environmental damage, (2) maintain or enhance existing environmental quality, or (3) in the following order of priority: restore, enhance and create productive wetland or watercourse resources;

f. Alternatives which would cause less or no environmental impact to wetlands or watercourses and why the alternative as set forth in the application was chosen; all such alternatives shall be diagramed on a site plan or drawing;

g. A site plan showing the proposed activity and existing and proposed conditions in relation to wetlands and watercourses and identifying any further activities associated with, or reasonably related to, the proposed regulated activity which are made inevitable by the proposed regulated activity and which may have an impact on wetlands or watercourses;

h. Names and mailing addresses of adjacent land owners;

i. Statement by the applicant that the applicant is familiar with all the information provided in the application and is aware of the penalties for obtaining a permit through deception or through inaccurate or misleading information;

j. Authorization for the members and agents of the Commission to inspect the subject land, at reasonable times, during the pendency of an application and for the life of the permit;

k. A completed DEP reporting form; the Commission shall revise or correct the information provided by the applicant and submit the form to the Commissioner of Environmental Protection in accordance with section 22a-39-14 of the Regulations of Connecticut State Agencies;

l. Any other information the Commission deems necessary to the understanding of what the applicant is proposing; and

m. Submission of the appropriate filing fee based on the fee schedule established in section 19 of these regulations.

7.6 At the discretion of the Commission or its agent, or when the proposed activity involves a significant impact, additional information, based on the nature and anticipated effects of the activity, including but not limited to the following, is required:

a. Site plans for the proposed activity and the land which will be affected thereby which show existing and proposed conditions, wetland and watercourse boundaries, land contours, boundaries of land ownership, proposed alterations and uses of wetlands and watercourses, and other pertinent features of the land and the proposed activity, prepared by a professional engineer, land surveyor, architect or landscape architect licensed by the state, or by such other qualified person;

b. Engineering reports and analyses and additional drawings to fully describe the proposed activity including any filling, excavation, drainage or hydraulic modifications to watercourses and the proposed erosion and sedimentation control plan;

c. Mapping of soil types consistent with the categories established by the National Cooperative Soil Survey of the U.S. Natural Resources Conservation Service; the wetlands shall be delineated in the field by a soil scientist and the soil scientist's field delineation shall be depicted on the site plans;

d. A description of the ecological communities and functions of the wetlands or watercourses involved with the application and the effects of the proposed activity on these communities and wetland functions;

e. A description of how the applicant will change, diminish, or enhance the ecological communities and functions of the wetlands or watercourses involved in the application and each alternative which would cause less or no environmental impact to wetlands or watercourses, and a description of why each alternative considered was deemed neither feasible nor prudent;

f. Analysis of chemical or physical characteristics of any fill material; and

g. Management practices and other measures designed to mitigate the impact of the proposed activity. Such measures include, but are not limited to, plans or actions which avoid destruction or diminution of wetland or watercourse functions, recreational uses and fish and wildlife habitats, and functions which prevent flooding, degradation of water quality, erosion and sedimentation and obstruction of drainage, or which otherwise safeguard water resources.

h. Written description of the proposed construction process and sequence.

7.7 The applicant shall certify whether:

a. Any portion of the property on which the regulated activity is proposed is located within 500 feet of the boundary of an adjoining municipality;

b. Traffic attributable to the completed project on the site will use streets within the adjoining municipality to enter or exit the site;

c. Sewer or water drainage from the project site will flow through and impact the sewage or drainage system within the adjoining municipality; or,

d. Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.

7.8 Eight (8) copies of all application materials shall be submitted to comprise a complete application unless an applicant is otherwise directed, in writing, by the Commission.

7.9 Any application to renew or amend an existing permit shall be filed with the Commission in accordance with section 8 of these regulations at least sixty-five (65) days prior to the expiration date of the permit. Any application to renew or amend such an existing permit shall contain the information required under section 7 of these regulations provided:

a. The application may incorporate the documentation and record of the prior application;

b. The application shall describe the extent of work completed at the time of filing and the schedule for completing the activities authorized in the permit;

c. The application shall state the reason why the authorized activity was not initiated or completed within the time specified in the permit;



d. The application shall describe any changes in facts or circumstances involved with or affecting wetlands or watercourses or use of the land for which the permit was issued;

e. The Agency may, prior to the expiration of a permit, accept an untimely application to renew such permit if the authorized activity is ongoing and allow the continuation of work beyond the expiration date if, in its judgment, the permit is likely to be renewed and the public interest or environment will be best served by not interrupting the activity;

7.10 Any application to renew a permit shall be granted upon request of the permit holder unless the Commission finds that there has been a substantial change in circumstances which requires a new permit application or an enforcement action has been undertaken with regard to the regulated activity for which the permit was issued provided no permit may be valid for more than ten years and further provided that any permit issued prior to July 1, 2011 that did not expire prior to May 9, 2011 shall be valid for no more than fourteen years.

7.11 For any permit application involving property subject to a conservation restriction or preservation restriction, the following shall apply:

a. for purposes of this section, "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. for purposes of this section, "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.

c. no person shall file a permit application, other than for interior work in an existing building or for exterior work on an existing building that does not expand or alter the footprint of [an] such 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, including, but not limited to, any state agency that holds such restriction including, but not limited to, any state agency that holds such restriction, not later than sixty days prior to the filling of the permit application.

d. in lieu of such notice pursuant to subsection 7.1 lc, the applicant may submit a letter from the holder of such restriction or from the holders authorized agent, verifying that the application is in compliance with the terms of the restriction.

## SECTION 8 APPLICATION PROCEDURES

8.1 All petitions, applications, requests or appeals shall be submitted to the clerk of the Town of Voluntown who shall act as agent of the Voluntown Inland Wetlands and Watercourses Commission for the receipt of such petition, application, request or appeal.

8.2 The Commission shall, in accordance with Connecticut General Statutes section 8-7d(f), notify the clerk of any adjoining municipality of the pendency of any application, petition, appeal, request or plan concerning any project on any site in which:

a. Any portion of the property affected by a decision of the commission is within five hundred feet of the boundary of an adjoining municipality;

b. A significant portion of the traffic to the completed project on the site will use streets within the adjoining municipality to enter or exit the site;

c. A significant portion of the sewer or water drainage from the project site will flow through and significantly impact the sewerage or drainage system within the adjoining municipality; or,

d. Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.

Such notice shall be made by certified mail; return receipt requested and shall be mailed within seven (7) days of the date of receipt of the application, petition, appeal, request or plan

8.3 When an application is filed to conduct or cause to be conducted a regulated activity upon an inland wetland or watercourse, any portion of which is within the watershed of a water company as defined in section 16-1 of the Connecticut General Statutes, the applicant shall provide written notice of the application to the water company and the Commissioner of Public Health in a format prescribed by said commissioner, provided such water company or said commissioner has filed a map.....shall be mailed not later than seven days after the date of the application. The water company and the Commissioner of Public Health, through a representative, may appear and be heard at any hearing on the application.

8.4 The date of receipt of a petition, application, request or appeal shall be the day of the next regularly scheduled meeting of the Commission, immediately following the day of submission to the Commission or its agent of such petition, application, request or appeal or thirty-five days after such submission, whichever is sooner.

8.5 At any time during the review period, the applicant shall provide such additional information as the Commission may reasonably require. Requests for such additional information shall not stay the time limitations as set forth in subsection 11.2 of these regulations.

8.6 All applications shall be open for public inspection.

8.7 Incomplete applications may be denied.

## **SECTION 9 PUBLIC HEARINGS**

9.1 The Inland Wetlands and Watercourses Commission shall not hold a public hearing on an application unless the Inland Wetlands and Watercourses Commission determines that the proposed activity may have a significant impact on wetlands or watercourses, a petition signed by at least twenty-five persons who are eighteen years of age or older and who reside in the municipality in which the regulated activity is proposed, requesting a hearing is filed with the inland wetlands commission not later than fourteen days after the date of receipt of such application, or the inland wetlands commission finds that a public hearing regarding such application would be in the public interest. The Inland Wetlands Commission may issue a permit without a public hearing provided no petition provided for in this section is filed with the inland wetlands commission on or before the fourteenth day after the date of receipt of the application. Such hearing shall be held no later than sixty-five days after the receipt of such application. All applications and maps and documents relating thereto shall be open for public inspection. At such hearing any person or persons may appear and be heard.

9.2 Notice of the public hearing shall be published at least twice at intervals of not less than two days, the first not more than fifteen days and not fewer than ten days, and the last not less than two days before the date set for the hearing in a newspaper having a general circulation in each town where the affected wetland and watercourse is located.

9.3 Any significant changes to the plan or application shall be presented to the Commission or its duly authorized agent no later than 10 days prior to the public hearing.

## **SECTION 10 CONSIDERATIONS FOR DECISION**

10.1 The Commission may consider the following in making its decision on an application:

- a. The application and its supporting documentation.
- b. Reports from other agencies and commissions including but not limited to the Town of Voluntown's:

- 1. Conservation Commission
- 2. Planning and Zoning Commissions
- 3. Building Official
- 4. Health Officer

c. The Commission may also consider comments on any application from the New London County Soil and Water Conservation District, the Southeastern Connecticut Council of Governments, or other regional organizations (i.e. Council of Elected



Officials); agencies in adjacent municipalities which may be affected by the proposed activity, or other technical agencies or organizations which may undertake additional studies or investigations.

d. Non-receipt of comments from state agencies and commissions listed in subdivisions 10.1.b and c above within the prescribed time shall neither delay nor prejudice the decision of the Commission.

e. for an application for which a public hearing is held, public comments, evidence and testimony.

10.2 Criteria for Decision. In carrying out the purposes and policies of sections 22a-36 to 22a-45, inclusive, of the Connecticut General Statutes, including matters relating to regulating, licensing and enforcing of the provisions thereof, the Commission shall take into consideration all relevant facts and circumstances, including but not limited to:

a. The environmental impact of the proposed regulated activity on wetlands or watercourses;

b. The applicant's purpose for, and any feasible and prudent alternatives to, the proposed regulated activity which alternatives would cause less or no environmental impact to wetlands or watercourses;

c. The relationship between the short term and long-term impacts of the proposed regulated activity on wetlands or watercourses and the maintenance and enhancement of long-term productivity of such wetlands or watercourses;

d. Irreversible and irretrievable loss of wetland or watercourse resources which would be caused by the proposed regulated activity, including the extent to which such activity would foreclose a future ability to protect, enhance or restore such resources, and any mitigation measures which may be considered as a condition of issuing a permit for such activity including, but not limited to, measures to (1) prevent or minimize pollution or other environmental damage, (2) maintain or enhance existing environmental quality, or (3) in the following order of priority: restore, enhance and create productive wetland or watercourse resources;

e. The character and degree of injury to, or interference with, safety, health or the reasonable use of property which is caused or threatened by the proposed regulated activity; and

f. Impacts of the proposed regulated activity on wetlands or watercourses outside the area for which the activity is proposed and future activities associated with or reasonably related to, the proposed regulated activity which are made inevitable by the proposed regulated activity and which may have an impact on wetlands or watercourses.

10.3 In the case of an application, which received a public hearing pursuant to a finding by the Commission that the proposed activity may have a significant impact on wetlands or watercourses, a permit shall not be issued unless the Commission finds on the basis of the record that a feasible and prudent alternative does not exist. In making this finding the Commission shall consider the facts and circumstances set forth in subsection 10.2 of this section. The finding and the reasons therefore shall be stated on the record in writing.

10.4 In the case of an application which is denied on the basis of a finding that there may be feasible and prudent alternatives to the proposed regulated activity which have less adverse impact on wetlands or watercourses, the Commission shall propose on the record in writing the types of alternatives which the applicant may investigate provided this subsection shall not be construed to shift the burden from the applicant to prove that he is entitled to the permit or to present alternatives to the proposed regulated activity.

10.5 For purposes of this section, (1) "wetlands and watercourses" includes aquatic, plant or animal life and habitats in wetlands or watercourses, and (2) "habitats means areas or environments in which an organism or biological population normally lives or occurs.

10.6 A municipal inland wetlands commission shall not deny or condition an application for a regulated activity in an area outside wetlands or watercourses on the basis of an impact or effect on aquatic, plant, or animal life unless such activity will likely impact or affect the physical characteristics of such wetlands or watercourses.

10.7 In reaching its decision on any application after a public hearing, the Commission shall base its decision on the record of that hearing. Documentary evidence or other material not in the hearing record shall not be considered by the Commission in its decision.

10.8 In the case of an application where the applicant has provided written notice pursuant to subsection 7.1 lc of these regulations, the holder of the restriction may provide proof to the Commission that granting of the permit application will violate the terms of the restriction. Upon a finding that the requested land use violates the terms of such restriction, the Commission shall not grant the permit approval.

10.9 In the case of an application where the applicant fails to comply with the provisions of subsections 7.1 lc or 7.11 d of these regulations, 1, the party holding the conservation or preservation restriction, other than a state agency that holds such restriction, may, not later than fifteen days after receipt of actual notice of permit approval, file an appeal with the Commission, subject to the rules and regulations of such agency relating to appeals. The Commission shall reverse the permit approval upon a finding that the requested land use violates the terms of such restriction; or (2) the state agency that holds such restriction may, not later than thirty days after, receipt of actual notice of permit approval, file an appeal with the Commission , subject to the rules and regulations of such agency relating to appeals. The Commission shall immediately reverse such permit approval if the commissioner of the state agency that holds such restriction certifies that the land use authorized in such permit violates the terms of such conservation or preservation restriction.

10.10 Nothing in subsections 7.1 lc or 7.1 ld of these regulations shall be construed to prohibit the filing of a permit application or to require such written notice when the activity that is the subject of such permit application will occur on a portion of property that is not restricted under the terms of such conservation or preservation restriction.

## SECTION 11 DECISION PROCESS AND PERMIT

11.1 The Commission, or its duly authorized agent acting pursuant to Section 12 of these regulations, may, in accordance with Section 10 of these regulations, grant the application as filed or grant it upon other terms, conditions, limitations or modifications of the regulated activity designed to carry out the purposes and policies of the Act, or deny the application. Such terms may include any reasonable measures which would mitigate the impacts of the regulated activity and which would (a) prevent or minimize pollution or other environmental damage, (b) maintain or enhance existing environmental quality, or (c) in the following order of priority: restore, enhance and create productive wetland or watercourse resources.

11.2 No later than sixty-five (65) days after receipt of an application, the Commission may hold a public hearing on such application. At such hearing any person or persons may appear and be heard and may be represented by agent or attorney. The hearing shall be completed within thirty-five (35) days of its commencement. Action shall be taken on applications within thirty-five (35) days after completion of a public hearing. In the absence of a public hearing, action shall be taken on applications within sixty-five (65) days from the date of receipt of the application. The applicant may consent to one or more extensions of the periods specified in this subsection, provided the total extension of all such periods shall not be for longer than sixty-five (65) days, or may withdraw the application. The failure of the Commission to act within any time period specified in this subsection, or any extension thereof, shall not be deemed to constitute approval of the application. An application deemed incomplete by the Commission shall be withdrawn by the applicant or denied by the Commission.

11.3 The Commission shall state upon its record the reasons and bases for its decision.

11.4 The Commission shall notify the applicant and any person entitled to such notice of its decision within fifteen (15) days of the date of the decision by certified mail, return receipt requested, and the Commission shall cause notice of its order in the issuance or denial of the permit, to be published in a newspaper having general circulation in the town wherein the inland wetland or watercourse lies. In any case in which such notice is not published within such fifteen-day period, the applicant may provide for the publication of such notice within ten days thereafter.

11.5 If an activity authorized by an inland wetland permit also involves an activity which requires a zoning or subdivision approval, special zoning permit, or variance or special exception, under sections 8-3(g), 8-3c, or 8-26 of the Connecticut General Statutes, the Commission shall file a copy of the decision and report on the application



with the Town of Voluntown Planning and Zoning Commission within fifteen days of the date of the decision thereon.

11.6 Any permit issued by the Commission for the development of land for which an approval is required under section 8-3, 8-25 or 8-26 of the Connecticut General Statutes shall be valid for five years provided the Commission may establish a specific time period within which any regulated activity shall be conducted. Any permit issued by the Agency prior to July 1, 2011 that was in effect and did not expire prior to May 9, 2011 shall be valid for a period of not less than nine years after the date of such approval.

11.7 No permit issued by the Commission shall be assigned or transferred without the written permission of the Commission.

11.8 If a bond or insurance is required in accordance with section 13 of these regulations, the Commission may withhold issuing the permit until such bond or insurance is provided.

11.9 General provisions in the issuance of all permits:

a. The Commission has relied in whole or in part on information provided by the applicant and if such information subsequently proves to be false, deceptive, incomplete or inaccurate, the permit may be modified, suspended or revoked.

b. All permits issued by the Commission are subject to and do not derogate any present or future rights or powers of the Commission or the Town of Voluntown, and convey no rights in real estate or material nor any exclusive privileges, and are further subject to any and all public and private rights and to any federal, state, and municipal laws or regulations pertinent to the subject land or activity.

c. If the activity authorized by the Commission's permit also involves an activity which requires zoning or subdivision approval, special permit, variance or special exception under sections 8.3(g), 8-3c, or 8-26 of the Connecticut General Statutes, no work pursuant to the wetland permit may begin until such approval is obtained.

d. In constructing the authorized activities, the permittee shall implement such management practices consistent with the terms and conditions of the permit as needed to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands and watercourses.

e. Permits are not transferable without the prior written consent of the Commission.

## **SECTION 12**

### **ACTION BY DULY AUTHORIZED AGENT**

12.1 The Commission may delegate to its duly authorized agent the authority to approve or extend a license for an activity that is not located in a wetland or watercourse when such agent finds that the conduct of such activity would result in no greater than a minimal impact on any wetlands or watercourses provided such agent has completed the comprehensive training program developed by the Commissioner of Environmental Protection pursuant to section 22a-39 of the Connecticut General Statutes. Requests for

such approval shall be made on a form provided by the Commission and shall contain the information listed under Section 7.5 of these regulations and any other information the Commission may reasonably require. Notwithstanding the provisions for receipt and processing applications prescribed in Sections 8, 9 and 11 of these regulations, such agent may approve or extend such an activity at any time. Agent shall report at the next meeting any action taken.

12.2 Any person receiving such approval from such agent shall, within ten days of the date of such approval, publish, at the applicant's expense, notice of the approval in a newspaper having a general circulation in the town wherein the activity is located or will have an effect. Any person may appeal such decision of such agent to the Commission within fifteen days after the publication date of the notice and the Commission shall consider such appeal at its next regularly scheduled meeting provided such meeting is no earlier than three business days after receipt by such Commission or its agent of such appeal. Any person may appear and be heard at the meeting held by the Commission to consider the subject appeal. The Commission shall, at its discretion, sustain, alter, or reject the decision of its agent or require an application for a permit in accordance with Section 7 of these regulations.

### **SECTION 13 BOND AND INSURANCE**

13.1 The Commission may require as a permit condition the filing of a bond with such surety in such amount and in a form approved by the Commission.

13.2 The bond or surety shall be conditioned on compliance with the provisions of these regulations and the terms, conditions and limitations established in the permit.

### **SECTION 14 ENFORCEMENT**

14.1 The Commission may appoint an agent or agents to act in its behalf with the authority to issue notices of violation or cease and desist orders and carry out other actions or investigations necessary for the enforcement of these regulations. In carrying out the purposes of this section, the Commission or its duly authorized agent shall take into consideration the criteria for decision under section 10.2 of these regulations.

14.2 The Commission or its agent may make regular inspections at reasonable hours of all regulated activities for which permits have been issued with the consent of the property owner or the authorized agent of the owner during the life of the permit

14.3 In the case in which a permit has not been issued or a permit has expired, the Commission or its agent may make regular inspections at reasonable hours with the consent of the property owner or the authorized agent of the property owner.

14.4 If the Commission or its duly authorized agent finds that any person is conducting or maintaining any activity, facility or condition which is in violation of the Act or these regulations, the Commission or its duly authorized agent may:

a. issue a written order by certified mail, return receipt requested, to such person conducting such activity or maintaining such facility or condition to immediately cease such activity or to correct such facility or condition. Within ten (10) calendar days of the issuance of such order the Commission shall hold a hearing to provide the person an opportunity to be heard and show cause why the order should not remain in effect. The Commission shall consider the facts presented at the hearing and within ten (10) days of the completion of the hearing notify the person by certified mail that the original order remains in effect, that a revised order is in effect, or that the order has been withdrawn. The Commission shall publish notice of its decision in a newspaper having general circulation in the municipality. The original order shall be effective upon issuance and shall remain in effect until the Commission affirms, revises or withdraws the order. The issuance of an order pursuant to this subsection shall not delay or bar an action pursuant to section 22a-44(b) of the Connecticut General Statutes, as amended.

b. issue a notice of violation to such person conducting such activity or maintaining such facility or condition, stating the nature of the violation, the jurisdiction of the Commission, and prescribing the necessary action and steps to correct the violation including, without limitation, halting work in wetlands or watercourses. The Commission may request that the individual appear at the next regularly scheduled meeting of the Commission to discuss the unauthorized activity, and/or provide a written reply to the notice or file an application for the necessary permit. Failure to carry out the action(s) directed in a notice of violation may result in issuance of the order provided in subdivision 14.3.a or other enforcement proceedings as provided by law.

14.5 The Commission may suspend or revoke a permit if it finds that the permittee has not complied with the terms, conditions or limitations set forth in the permit or has exceeded the scope of the work as set forth in the application including application plans. Prior to revoking or suspending any permit, the Commission shall issue notice to the permittee, personally or by certified mail, return receipt requested, setting forth the facts or conduct that warrants the intended action. The Commission shall hold a hearing to provide the permittee an opportunity to show that it is in compliance with its permit and any and all requirements for retention of the permit. The permittee shall be notified of the Commission's decision to suspend, revoke, or maintain a permit by certified mail within fifteen (15) days of the date of its decision. The Commission shall publish notice of the suspension or revocation in a newspaper having general circulation in the municipality.

## **SECTION 15 AMENDMENTS**

15.1 These regulations and the Inland Wetlands and Watercourses Map for the Town of Voluntown may be amended, from time to time, by the Commission in accordance with changes in the Connecticut General Statutes or regulations of the Connecticut



Department of Environmental Protection or as new information regarding soils and inland wetlands and watercourses becomes available.

15.2 An application filed with the Commission which is in conformance with the applicable inland wetlands regulations as of the date of the receipt of such application shall not be required thereafter to comply with any change in inland wetland regulations, including changes to setbacks and buffers, taking effect on or after the date of such receipt and any appeal from the decision of such Commission with respect to such application shall not be dismissed by the Superior Court on the grounds that such a change has taken effect on or after the date of such receipt. The provisions of this section shall not be construed to apply (1) to the establishment, amendment or change of boundaries of inland wetlands or watercourses or (2) to any change in regulations necessary to make such regulations consistent with the provisions of the Act as of the date of such receipt.

15.3 These regulations and the Town of Voluntown Inland Wetlands and Watercourses Map shall be amended in the manner specified in section 22a-42a of the Connecticut General Statutes, as amended. The Commission shall provide the Commissioner of Environmental Protection with a copy of any proposed regulations and notice of the public hearing to consider any proposed regulations or amendments thereto, except map amendments, at least thirty-five days before the public hearing on their adoption.

15.4 Petitions requesting changes or amendments to the "Inland Wetlands and Watercourses Map, Voluntown, Connecticut, shall contain at least the following information:

- a. The petitioner's name, mailing address and telephone number;
- b. The address, or location, of the land affected by the petition;
- c. The petitioner's interest in the land affected by the petition
- d. Map(s) showing the geographic location of the land affected by the petition and the existing and the proposed wetland(s) and watercourse(s) boundaries on such land in accurate detail together with the documentation supporting such proposed boundary locations; and
- e. The reasons for the requested action.
- f. The names and addresses of adjacent property owners; and
- g. A map showing proposed development of the property.

15.5 Any person who submits a petition to amend the Inland Wetlands and Watercourses Map, Voluntown, Connecticut, shall bear the burden of proof for all requested map amendments. Such proof may include, but is not limited to, professional interpretation of aerial photography and remote sensing imagery, resource mapping, soils mapping, or other information acceptable to the Commission. If such person is the owner, developer or contract purchaser of the land that is the subject of the petition, or if such person is representing the interests of such an owner, developer or purchaser, in addition to the information required in subsection 15.4, the petition shall include:

- a. The name, mailing address and telephone number of the owner(s) of such land and owner(s) agent or other representative;
- b. The names and mailing addresses of the owners of abutting land;
- c. Documentation by a soil scientist of the distribution of wetland soils on said land. Such documentation shall at a minimum include the report of the soil scientist documenting the location of wetland soils on the land and a map of the said land indicating the flag locations set by the soil scientist and defining the boundaries of wetland soil types; and
- d. Map(s) showing any proposed development of the land in relation to existing and proposed wetland and watercourse boundaries.

15.6 Watercourses shall be delineated by a certified soil scientist, geologist, ecologist or other qualified individual.

15.7 A public hearing shall be held on petitions to amend the Inland Wetlands and Watercourses Map. Notice of the hearing shall be published in a newspaper having a general circulation in the municipality where the land that is the subject of the hearing is located at least twice at intervals of not less than two days, the first not more than fifteen days, nor less than ten days, and the last not less than two days before the date set for the hearing. All materials including maps and documents relating to the petition shall be open for public inspection.

15.8 The Commission shall hold a public hearing on a petition to amend the regulations and the Inland Wetlands and Watercourses Map within sixty-five days after receipt of such petition. The hearing shall be completed within thirty-five days after commencement. The Commission shall act upon the changes requested in such petition within sixty-five days after completion of such hearing. At such hearing, any person or persons may appear and be heard and may be represented by agent or attorney. The petitioner may consent to one or more extensions of any period specified in this subsection, provided the total extension of all such periods shall not be for longer than sixty-five days, or may withdraw such petition. Failure of the Commission to act within any time period specified in this subsection or any extension thereof, shall not be deemed to constitute approval of the petition.

15.9 The Commission shall make its decision and state, in writing, the reasons why the change in the Inland Wetlands and Watercourses Map was made.

## **SECTION 16**

### **APPEALS**

16.1 Appeal on actions of the Commission shall be made in accordance with the provisions of section 22a-43 of the Connecticut General Statutes, as amended.

16.2 Notice of such appeal shall be served upon the Commission and the Commissioner of Environmental Protection.

## **SECTION 17 CONFLICT AND SEVERANCE**

17.1 If there is a conflict among the provisions of these regulations, the provision which imposes the most stringent standards for the use of wetlands and watercourses shall govern. The invalidity of any word, clause, sentence, section, part, subsection, subdivision or provision of these regulations shall not affect the validity of any other part that can be given effect without such invalid part or parts.

17.2 If there is a conflict between the provisions of these regulations and the provisions of the Act, the provisions of the Act shall govern.

## **SECTION 18 OTHER PERMITS**

18.1 Nothing in these regulations shall obviate the requirements for the applicant to obtain any other assents, permits or licenses required by law or regulation by the Town of Voluntown, the State of Connecticut or the Government of the United States including any approval required by the Connecticut Department of Environmental Protection and the U.S. Army Corps of Engineers. Obtaining such assents, permits or licenses are the sole responsibility of the applicant.

## **SECTION 19 APPLICATION FEES**

19.1 Method of Payment. All fees required by these regulations shall be submitted to the Commission by check or money order payable to the Town of Voluntown at the time the application is filed with the Commission. Fees are set to cover the reasonable cost of reviewing and acting on applications, petitions, and monitoring compliance with any permit or Commission order. An additional application fee may be required at the discretion of the Commission when it finds that the nature of the application requires an unusual degree of monitoring and inspection. Upon the discovery of permit violations, the Commission may also require an additional application fee to cover monitoring inspections.

19.2 No application shall be granted or approved by the Commission unless the correct application fee is paid in full or unless a waiver has been granted by the Commission pursuant to subsection 19.7 of these regulations.

19.3 The application fee is not refundable.

19.4 Definitions. As used in this section:

"Residential Uses" means activities carried out on property developed for permanent housing or being developed to be occupied by permanent housing.

"Commercial uses" means activities carried out on property developed for industry, commerce, trade, recreation, or business or being developed to be occupied for such purposes, for profit or nonprofit.

"Other uses" means activities other than residential uses or commercial uses.

19.5 For any application, there shall be a non-refundable filing fee in the amount established by the Agency, which fee shall be paid to the Town at the time of submission of an application form, and which fee is a part of such application. The Agency shall set the amount of such fee sufficient to cover the reasonable cost of reviewing and acting on applications, including, but not limited to:

The costs of certified mailings,  
Publications of notices and decisions, and  
Monitoring compliance with permit conditions or Commission orders.

For purposes of determining fees, the following shall apply:

The Connecticut General Statutes provide that a fee determined by the state will be paid in addition to the application fee established by the Town of Voluntown. The following schedule does not include the state fee.

Fee Schedule. Application fees shall be based on the following schedule, plus the state fee:

a. Regulated Activities - (Section 6)

Residential Uses-----	\$90.00 Plus: Fee from Schedule A
Agent issued permit-----	\$50.00
Commercial Uses-----	\$300.00 Plus: Fee from Schedule A
Subdivision Fee-----	\$150.00 Plus: Fee from Schedule A
After two lots,	
each additional lot-----	\$150.00
Road Fees-----	\$1,000.00 plus \$1/ft. in excess of 1200'
All Other Uses-----	\$100.00 Plus: Fee from Schedule A

Application fee for regulated activity  
started without a permit-----Double Regular Fee  
Plus: Fee from Schedule A

Inspection for Non-compliance-----\$50.00/site inspection

Additional Monitoring and  
Inspection Fee-----Up to Double Original Fee



(See Section 14)

b. Permitted and Non-regulated Uses - (Section 4)

Permitted Uses as of Right (Subsection 4.1)

Nonregulated Uses (Subsection 4.2)-----No Charge

c. Modification of Previous Approval -----\$75.00  
(Subsections 7.9)

d. Map Amendment Petitions-----\$100.00  
(Subsection 15.3)

e. Regulation Amendment Petitions-----\$100.00  
(Does not include Notices or Regulation Advisories from DEP)

SCHEDULE A. For the purpose of calculating the permit application fee, the regulated area in schedule A is the total area of wetlands and watercourses upon which a regulated activity is proposed.

SQ.FT REGULATED AREA	FEE/1000 SQ.FT REGULATED AREA
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a. Less than 1,000-----	\$100.00
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b. 1,000 to 5,000-----	\$200.00
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c. More than 5,000-----	\$300.00
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d. Public Hearing- (Subsection 7.5)-----	\$250.00
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e. Complex Application Fee-----	To be determined
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The Inland Wetlands Commission may charge an additional fee sufficient to cover the cost of reviewing and acting on complex applications. Such fee may include, but not limited to, the cost of retaining experts to analyze, review and report on issues requiring such experts. The Commission or the duly authorized agent shall estimate the complex application fee that shall be paid pursuant to section 19.1 of these regulations within 10 days of the applicant's receipt or notice of such estimate. Any portion of the complex application fee in excess of the actual cost shall be refunded to the applicant no later than 30 days after publication of the commission's decision.

19.6 Exemption. Boards, commissions, councils and departments of the Town of Voluntown are exempt from all fee requirements.

19.7 Waiver. The applicant may petition the Commission to waive, reduce or allow delayed payment of the fee. Such petitions shall be in writing and shall state fully the facts and circumstances the Commission should consider in its determination under this subsection. The Commission may waive all or part of the application fee if the Commission determines that:

a. The activity applied for would clearly result in a substantial public benefit to the environment or to the public health and safety and the applicant would reasonably be

deterred from initiating the activity solely or primarily as a result of the amount of the application fee, or

b. The amount of the application fee is clearly excessive in relation to the cost to the Town for reviewing and processing the application.

The Commission shall state upon its record the basis for all actions under this subsection.

## **SECTION 20**

### **EFFECTIVE DATE OF REGULATIONS**

20.1 These regulations are effective upon filing in the Office of the Town Clerk and publication of a notice of such filing in a newspaper having general circulation in the Town of Voluntown.

## **APPENDICES**

### **Appendix 1-**

#### **Connecticut General Statute section 1-1(q)-agriculture and farming**

Except as otherwise specifically defined, the words "agriculture" and "farming" shall include cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural commodity, including the raising, shearing, feeding, caring for, training and management of livestock, including horses, bees, poultry, fur-bearing animals and wildlife, and the raising or harvesting of oysters, clams, mussels, other molluscan shellfish or fish; the operation, management, conservation, improvement or maintenance of a farm and its buildings, tools and equipment, or salvaging timber or cleared land of brush or other debris left by storm, as an incident to such farming operations; the production or harvesting of maple syrup or maple sugar, or any agricultural commodity, including lumber, as an incident to ordinary farming operations or the harvesting of mushrooms, the hatching of poultry, or the construction, operation or maintenance of ditches, canals, reservoirs or waterways used exclusively for farming purposes; handling, planting, drying, packing, packaging, processing, freezing, grading, storing or delivering to storage or to market, or to a carrier for transportation to market, or for direct sale any agricultural or horticultural commodity as an incident to ordinary farming operations, or, in the case of fruits and vegetables, as an incident to the preparation of such fruits or vegetables for market or for direct sale. The term "farm" includes farm buildings, and accessory buildings thereto, nurseries, orchards, ranges, greenhouses, hoop houses and other temporary structures or other structures used primarily for the raising and, as an incident to ordinary farming operations, the sale of agricultural or horticultural commodities. The term "aquaculture" means the farming of the waters of the state and tidal wetlands and the production of protein food, including fish, oysters, clams, mussels and other molluscan shellfish, on leased, franchised and public underwater farm lands. Nothing herein shall restrict the power of a local zoning authority under chapter 124.

### **Appendix 2-**

#### **Connecticut General Statute section 8-7d**

##### **Hearings and decisions. Time limits. Day of receipt. Notice to adjoining Municipality.**

(a) In all matters wherein a formal petition, application, request or appeal must be submitted to a zoning commission, planning and zoning commission or zoning board of appeals under this chapter, a planning commission under chapter 126 or an inland wetlands agency under chapter 440 and a hearing is required or otherwise held on such petition, application, request or appeal such hearing shall commence within sixty-five days after receipt of such petition, application request or appeal and shall be completed within thirty-five days after such hearing commences unless a shorter period of time is required under this chapter, chapter 126 or chapter 440 Notice of the hearing shall be published in a newspaper having a general circulation in such municipality where the land that is the subject of the hearing is located at least twice at intervals of not less than

two days, the first not more than fifteen days or less than ten days and the last not less than two days before the date set for the hearing. In addition to such notice such commission, board or agency may, by regulation, provide for notice to persons who own or occupy land that is adjacent to the land that is the subject of the hearing. All applications and maps and documents relating thereto shall be open for public inspection. At such hearing any person or persons may appear and be heard and may be represented by agent or by attorney. All decisions on such matters shall be rendered within sixty-five days after completion of such hearing, unless a shorter period of time is required under this chapter, chapter 126 or chapter 440. The petitioner or applicant may consent to one or more extensions of any period specified in this subsection, provided the total extension of all such periods shall not be for longer than sixty-five days, or may withdraw such petition, application, request or appeal.

(b) Notwithstanding the provisions of subsection (a) of this section, whenever the approval of a site plan is the only requirement to be met or remaining to be met under the zoning regulations for any building, use or structure, a decision on an application for approval of such site plan shall be rendered within sixty-five days after receipt of such site plan. Whenever a decision is to be made on an application for subdivision approval under chapter 126 on which no hearing is held such decision shall be rendered within sixty-five days after receipt of such application. Whenever a decision is to be made on an inland wetlands and watercourses application under chapter 440 on which no hearing is held, such decision shall be rendered within sixty-five days after receipt of such application. The applicant may consent to one or more extensions of such period, provided the total period of any such extension or extensions shall not exceed sixty-five days or may withdraw such plan or application.

(c) For purposes of subsection (a) or (b) of this section and section 7-246a, the date of receipt of a petition, application, request or appeal shall be the day of the next regularly scheduled meeting of such commission, board or agency, immediately following the day of submission to such commission, board or agency or its agent of such petition, application, request or appeal or thirty-five days after such submission, whichever is sooner. If the commission, board or agency does not maintain an office with regular office hours, the office of the clerk of the municipality shall act as the agent of such commission, board or agency for the receipt of any petition application, request or appeal.

(d) The provisions of subsection (a) of this section shall not apply to any action initiated by any zoning or planning and zoning commission regarding adoption or change of any zoning regulation or boundary.

(e) Notwithstanding the provisions of this section, if an application involves an activity regulated pursuant to sections 22a-36 to 22a-45, inclusive, and the time for a decision by a zoning commission or planning and zoning commission established pursuant to this section would elapse prior to the thirty-fifth day after a decision by the inland wetlands agency, the time period for a decision shall be extended to thirty-five days after the decision of such agency. The provisions of this subsection shall not be construed to apply to any extension consented to by an applicant or petitioner.

(f) The zoning commission, planning commission, zoning and planning commission, zoning board of appeals or inland wetlands agency shall notify the clerk of any adjoining municipality of the pendency of any application, petition, appeal, request



or plan concerning any project on any site in which: (1) Any portion of the property affected by a decision of such commission, board or agency is within five hundred feet of the boundary of the adjoining municipality; (2) a significant portion of the traffic to the completed project on the site will use streets within the adjoining municipality to enter or exit the site; (3) a significant portion of the sewer or water drainage from the project on the site will flow through and significantly impact the drainage or sewerage system within the adjoining municipality; or (4) water runoff from the improved site will impact streets or other municipal or private property within the adjoining municipality. Such notice shall be made by certified mail, return receipt requested, and shall be mailed within seven days of the date of receipt of the application, petition, request or plan. Such adjoining municipality may, through a representative, appear and be heard at any hearing on any such application, petition, appeal, request or plan.

### **Appendix 3 - Notice to Applicants**

Recent changes to the General Statutes Section 22a-41---22a-42a(d) (1) requires the commission to take into consideration any mitigation measures including, but not limited to, measures to (a) prevent or minimize pollution or other environmental damage, (b) maintain or enhance existing environmental quality, or (c) in the following order of priority: restore, enhance, and create productive wetland or watercourse resources. The statute also requires that the wetlands commission consider, in addition to the impacts of the proposed regulated activity outside the area for which the activity is proposed, impacts of further activities associated with, or reasonably related to, the proposed regulated activity which are made inevitable by the proposed regulated activity and which may have an impact on wetlands or watercourses.

To ensure that permit applicants are aware of the changes and address them in their permit application the following changes to the statutes shall be appended to the standard application form.

All applicants are required to propose how they will mitigate the adverse impacts of their proposed regulated activity. Such mitigation plans should include the "management practices" the applicant proposes to implement as part of his/her project.

"Management practice" means a practice, procedure, activity, structure, or facility designed to prevent or minimize pollution or other environmental damage or to maintain or enhance existing environmental quality. Such management practices include, but are not limited to: erosion and sedimentation controls; restrictions on land use or development; construction setbacks from wetlands or watercourses; proper disposal of waste materials; procedures for equipment maintenance to prevent fuel spillage; construction methods to prevent flooding or disturbance of wetlands and watercourses; procedures for maintaining continuous stream flows; confining construction that must take place in watercourses to times when water flows are low and fish and wildlife will not be adversely affected.

The purpose and a description of the proposed activity and proposed erosion and sedimentation controls and other Management Practices and mitigation measures which may be considered as a condition of issuing a permit for the proposed regulated activity including, but not limited to, measures to (A) prevent or minimize pollution or other environmental damage, (B) maintain or enhance existing environmental quality, or (C) in the following order of priority: restore, enhance, and create productive wetland or watercourse resources.

A site plan showing existing and proposed conditions in relation to wetlands and watercourses and identifying any further activities associated with, or reasonably related to, the proposed regulated activity which are made inevitable by the proposed regulated activity and which may have an impact on wetlands or watercourses.

#### **Appendix 4- Standard Permit Conditions**

2.1 The Inland Wetlands Commission's Agent is to be notified 48 hours before the commencement and completion of any part of the activity.

2.2 The granting of this permit does not relieve the applicant from obtaining additional permits and/or approvals required by other agencies federal, state, and local. See item 2.11.

2.3 If an approval or permit is granted by another agency and contains conditions affecting wetlands and/or watercourses and the area one hundred feet from their flagged boundaries and two hundred feet from Beach Pond not addressed by this permit, the applicant must resubmit the application for further consideration by the Inland Wetlands Commission for a decision before work on the activity is to take place.

2.4 The duration of this permit is 9 years unless extended by this Commission and shall expire upon completion of the activity approved herein or within one year of the start of activity; whichever is sooner. Any request to renew or extend the expiration date of a permit should be filed in accordance with Section 7 of the Inland Wetlands and Watercourses Regulations of the Town of Voluntown. Expired permits may not be renewed. Approval is at the discretion of the Commission and the Commission may require a new application for regulated activities.

2.5 The applicant shall not assign or transfer this permit, or any part thereof, without the written permission of the Commission.

2.6 This approval is for the activity within the regulated area surrounding a wetland or watercourse as indicated on sheets \_\_\_\_\_ of the latest revised map submitted with the application. Latest revision date: \_\_\_\_\_.

2.7 All activities for the prevention of soil erosion, such as silt fences and hay bales shall be under the direct supervision of a certified engineer, who shall employ the best management practices, consistent with the terms and conditions of this permit, to control

storm water discharges and to prevent erosion and sedimentation to otherwise prevent pollution, impairment, or destruction of wetlands or watercourses. Erosion controls are to be inspected by the permittee weekly and after rains and all deficiencies must be remediated within twenty-four hours of finding them.

2.8 If any information provided by the applicant in the permit approval process is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the permittee may be subject to any remedies or penalties provided by law.

2.9 The applicant is to pay an additional fee of \$ \_\_\_\_\_ as determined by the IWWC agent from Section 19 (Fee Schedule) of the IWWC Regulations.

2.10 A copy of this motion and the conditions listed, when approved by majority vote of the IWWC members present shall constitute a permit for the activity described in the application and accompanying data when signed and dated by Commission Chairman or the Commissions Agent.

2.11 An Army Corps of Engineers permit may be required:  
U.S. Army Corps of Engineers  
424 Trapelo Rd.  
Waltham, MA 02254  
1-800-362-4367

#### **Appendix 5- Special Permit Conditions**

3.1 The permittee, \_\_\_\_\_ will submit a \$ \_\_\_\_\_ performance bond escrow account, or certified check to the Commission staff prior to the commencement of clearing or construction activities to insure compliance with the conditions of this permit. Specific details of the bonding/escrow procedure can be obtained from Commission staff.

3.2 The permittee, \_\_\_\_\_ will submit a cash performance bond to the Commission staff prior to the commencement of clearing or construction to insure compliance with the conditions of this permit.

3.3 The bond shall be held for \_\_\_\_\_ to insure compliance with the conditions of this permit.

3.4 Steps taken to control sedimentation, erosion and downstream siltation shall include but need not be limited to:

A. The installation of a temporary erosion control fence or other suitable erosion control measure as indicated on the permit map or as required by Commission staff. This erosion control measure will be installed prior to the start of construction activities. Its location will be reviewed and approved in the field by the Commission's Agent.

B. The limitation of all construction activities to a landscape envelope reviewed and approved by the Commission's Agent.

C. The placement of additional erosion controls as reviewed and approved by Commission's Agent prior to commencement of \_\_\_\_\_.

D. The installation of one or more temporary baled hay, log, or rock check dams immediately downstream of the construction area. Placement of the dam will be subject to review and approval of the Commission's Agent in the field. All sediment collected on the upstream side of the dam shall be removed periodically to ensure efficient siltation control. All collected sediment will be removed prior to the dismantling of the structures.

3.5 Provisions of the Natural Resources Conservation Service erosion and sediment control plan will be implemented where required by Commission's Agent.

3.6

#### NATURAL RESOURCES CONSERVATION SERVICE GENERAL EROSION AND SEDIMENT CONTROL PLAN

a. Land disturbance will be kept to minimum; restabilization will be scheduled as soon as practicable.

b. Hay bale filters will be installed at all culvert outlets and along the toe of all critical cut and fill slopes.

c. Culvert discharge areas will be protected with rip rap channels; energy dissipaters will be provided as necessary.

d. Catch basins will be protected with hay bale filters throughout the construction period and until all disturbed areas are thoroughly stabilized.

e. All erosion and sediment control measures will be constructed in accordance with the standards and specifications of the Erosion and Sediment Control Handbook..

f. Erosion and sediment control measures will be installed prior to construction whenever possible.

g. All control measures will be maintained in effective condition throughout the construction period.

h. Additional control measures will be installed during the construction period if necessary or required.

i. Sediment removed from control structures will be disposed of in a manner that is consistent with the intent of the plan.



j. \_\_\_\_\_ is assigned the responsibility for implementing this erosion and sediment control plan. This responsibility includes the installation and maintenance of control measures, informing all parties engaged on the construction site of the requirements and objectives of the plan, notifying the Inland Wetlands Commission's office of any transfer of this responsibility, and conveying a copy of the erosion and sediment control plan if the title to the land is transferred.

3.7 The implementation of a sedimentation/erosion control plan prepared by \_\_\_\_\_.

3.8 No grading, clearing, landscaping or other ground surface disturbance shall occur within \_\_\_\_\_ feet of the regulated area except as reviewed and approved by the Commission's Agent.

3.9 During construction, piles of fill, erodible material and debris shall not be created within \_\_\_\_\_ feet of regulated areas.

3.10 A map delineating the location of fill and debris storage areas will be submitted to the Commission's Agent for approval prior to the commencement of \_\_\_\_\_ activities.

3.11 Any material excavated at the site shall be disposed of at upland or off-site locations reviewed and approved by the Commission's Agent prior to the start of the construction activities.

3.12 A \_\_\_\_\_ foot undisturbed, natural buffer will be preserved on the upland edge of all inland wetland and watercourse areas.

3.13 A natural buffer planting plan shall be developed and implemented to protect the adjacent \_\_\_\_\_. This plan shall be reviewed and approved by the Commission's Agent prior to the commencement of construction activities. The buffer will be \_\_\_\_\_ feet wide.

3.14 A permanent wall, fence, or line of selected plantings shall be established \_\_\_\_\_ feet from the \_\_\_\_\_ as a permanent demarcation feature. This demarcation structure shall be reviewed and approved by the Commission's Agent prior to the commencement of construction activities.

3.15 A permanent buffer demarcation plan shall be developed and implemented to protect the adjacent \_\_\_\_\_. This plan shall be reviewed and approved by the Commission's Agent prior to the commencement of clearing or construction. The buffer demarcation will be installed prior to the commencement of other construction activities.

3.16 Wetland/watercourse area destroyed by \_\_\_\_\_ activities shall be mitigated through the enhancement and/or replacement of wetlands/watercourse areas in the same sub-watershed. The ratio of replaced/enhanced to destroyed wetland shall be 2:1. The

enhancement/replacement plan shall be subject to the review and approval of the Commission's Agent prior to the commencement of construction.

3.17 The Commission's Agent shall review and approve the final construction designs and locations for the \_\_\_\_\_ prior to the start of construction activities.

3.18 All authorized activities will be certified to be in compliance with the permit and conditions by a registered, professional engineer. Certification will be based upon regular on-site supervision of construction activities. Written compliance reports will be submitted \_\_\_\_\_ to the Commission's Agent upon the commencement of construction.

3.19 A qualified environmental consultant will be utilized during the course of construction to minimize adverse environmental impacts on regulated areas. Written status reports will be submitted \_\_\_\_\_ to the Commission's Agent upon the commencement of construction.

3.20 The Inland Wetland and Watercourses boundary shall be delineated on a record plan with a note indicating that all activities within or adjacent to regulated areas are subject to the review and approval of the Commission. A map with this note and wetland and watercourse boundaries shall be filed with the Town Clerk's office in accordance with Section 7-31 of the Connecticut General Statutes. Copies of this record plan shall be submitted to the Commission staff for review and approval prior to and after filing with the Town Clerk.

3.21 A declaration noting the presence of inland wetland and watercourse areas on the property is required. This declaration should also mention Inland Wetlands and Watercourses Permit # \_\_\_\_\_ and require the preservation of inland wetlands and watercourses in an undisturbed and natural state. The declaration must be submitted to the Commission's Agent for review and approval prior to the start of construction activities and filed in the Land Records of the Town.

3.22 A declaration noting the presence of inland wetland and watercourse areas on the property is required. This declaration should also mention Inland Wetlands and Watercourses Permit # \_\_\_\_\_. The declaration must be submitted to the Commission staff for review and approval prior to the start of construction activities and filed in the Land Records of the Town.

3.23 A copy of this permit will be given to the future property owner. The name and address of the new owner will be submitted to the Commission's Agent when the property has been sold. The new owner will be notified in writing by the applicant of all inland wetland/watercourse restrictions on the property.

3.24 The proposed septic system design shall be reviewed and approved by the town sanitarian. A copy of the septic permit and associated map shall be submitted to the Commission's Agent prior to the start of construction activities.

3.25 No pool backwash water will be discharged into or adjacent to inland wetland and watercourse areas.

3.26 Work within the watercourse corridor will be limited to periods of low flow. Low flow periods normally occur between August and October. The Wetland Commission's Agent will determine if the \_\_\_\_\_ can occur at other times following an on-site field investigation to evaluate flow conditions.

3.27 Oil separators shall be installed on all storm water discharge outlets. The design and location of the separators will be reviewed and approved by the Commission's Agent prior to the commencement of construction activities.

3.28 If the approved structure is to be heated by fuel oil stored in ground, a non-corrodible/nonferrous storage tank shall be used. The Commission's Agent shall approve the tank location on the permit map.

3.29 The permittee will comply with all applicable standard conditions.

3.30 An additional filing fee of \_\_\_\_\_ shall be submitted to the Commission's Agent prior to the commencement of construction activities in accordance with Section 19.5 of the Voluntown Inland Wetlands and Watercourses regulations

#### **Appendix 6- Application Form**

See Attached Form.

**Town of Voluntown Inland Wetlands and Watercourses  
Commission  
115 Main Street, Voluntown Connecticut 06384**

**Application for Permit**

( Application # \_\_\_\_\_ )

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Applicant other than Property Owner: \_\_\_\_\_

Company Name: (LLC/Corporation): \_\_\_\_\_

Responsible Corporate Officer: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Name of Soil Scientist (If Applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Prior Permit issued for this property \_\_\_ Date \_\_\_/\_\_\_/\_\_\_ and/or Permit # \_\_\_\_\_

Description of Property and Location of Wetlands:

- A. Parcel Identification: Tax Map # \_\_\_\_\_, Block \_\_\_\_\_, Lot # \_\_\_\_\_
- B. Street Address of Property: (If Available) \_\_\_\_\_
- C. Number of Acres: \_\_\_\_\_
- D. Dimensions of Delineated (Flagged/Marked) Wetlands and Watercourses  
\_\_\_ (See Site Plan/Map Attached)

Description of Planned Activity: (Including):

- A Purpose of this activity \_\_\_\_\_
- B Area of wetland disturbance (Square Feet) \_\_\_\_\_
- C Amount of wetland soils removed (Cubic Yards) \_\_\_\_\_
- D Amount of material deposited in wetlands (Cubic Yards) \_\_\_\_\_
- E Size of upland drainage area, if wetland crossing (Acres) \_\_\_\_\_
- F Describe the schedule for planned activity \_\_\_\_\_
- G State impact to Wetland on this property, areas adjacent to and downstream from this property. Provide impact mitigation plan for this project.  
(\_\_\_See attached or \_\_\_Reference in Site Plan Specifications)



Attach Site Plan Specifications, Include the Following:

(Refer to Wetlands Regulation Sec. 7.0)

- A. North Arrow
- B. Location of Proposed Activity on the Property
- C. Locations of Wetlands/Watercourses with flag numbers
- D. Locations of proposed and/or existing sediment and erosion control  
Location of proposed and/or existing well and septic system
- E. Abutting property owners and complete boundaries
- F. Names and addresses of adjacent property owners (Separate List)
- G. Name and location of public roads related to property
- H. Proposed access point(s) to property
- I. Existing Structures
- J. Location of any stone walls

Additional Forms and Attachments:

- A. Attach a copy of Soil Scientist's Report
- B. Complete Statewide Inland Wetlands and Watercourses Activity Reporting Form and provide a USGS Topographical Map  
(Map available in Town Clerk's Office)
- C. Letter/Approval from Uncas Health District concerning proposed septic system. (If Applicable)

**INSERT**

**STATE INLAND WETLANDS AND WATERCOURSES  
FORM, INSTRUCTIONS and SUBREGIONAL DRAINAGE  
BASIN MAP**

**Applicant's Agreement**

The Applicant recognizes that the Town of Voluntown Inland Wetlands and Watercourses Commission represents citizen volunteers, dedicated to maintaining the quality of Voluntown's environment by assisting property owners to comply with the Inland Wetlands Act (Conn. Gen. Stat 22a-36 through 22a-45) and Voluntown Wetland Regulations as revised. That this Commission is acting as the State Regulatory Agency for the Town of Voluntown. The Applicant agrees that this application will be considered complete when all required information and documents are submitted.

The Applicant further agrees that failure to provide complete information as requested in this application, and such additional information the Commission may require, or to provide accurate and truthful information will result in denial of this request for permit and revocation of any issued permit wrongfully obtained.

Signature of Applicant(s)

\_\_\_\_\_ Dated \_\_\_\_\_

I consent to the submission of this application for a Wetland Permit and to the subject activity that it represents.

Signature of Owner(s), if different from Applicant(s)

\_\_\_\_\_ Dated \_\_\_\_\_

**Permission to Access Property**

The Applicant and the Property Owner both grant permission to the Voluntown Inland Wetlands and Watercourses Commission and their appointed Wetlands Agent to enter upon the subject property, during reasonable hours, for a period of time from the submission date of this application to the completion date of the permitted activity. The purpose of such access to the property is to ascertain the effect and/or impact of the wetlands activity and to inspect the property during the activity to assure compliance with the specifications of the issued permit.

Signature of Applicant(s) \_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_

**Submission Acknowledgement and Receipt for Payment of Fees**

Acknowledgement of receipt of required eight copies of the Application and  
required attachments in good order on \_\_\_\_/\_\_\_\_/\_\_\_\_

By \_\_\_\_\_

Further, this office acknowledges the receipt of the Application Fee

In the amount of \$\_\_\_\_\_, on \_\_\_\_/\_\_\_\_/\_\_\_\_

From \_\_\_\_\_ Applicant (s)

By: \_\_\_\_\_, for the Town of Voluntown Town Clerks  
Office.



**Voluntown Inland Wetlands and Watercourses Commission**  
**PERMIT PROCESSING FORM**

(Application/File # \_\_\_\_\_)

APPLICATION RECEIVED AND DEEMED COMPLETE

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ BY: \_\_\_\_\_

APPLICATION INCOMPLETE, WAITING: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FEE RECEIVED IN THE AMOUNT OF \$ \_\_\_\_\_

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ By: \_\_\_\_\_

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**WETLAND COMMISSION STATUS**

APPLICATION ACCEPTED AT (\_\_\_\_REGULAR MEETING) (\_\_\_\_SPECIAL MEETING)  
ON \_\_\_\_/\_\_\_\_/\_\_\_\_

ACTION TAKEN: \_\_\_\_\_

PUBLIC HEARING DATE (S) \_\_\_\_/\_\_\_\_/\_\_\_\_; \_\_\_\_/\_\_\_\_/\_\_\_\_  
PUBLISHED: \_\_\_\_\_

FINAL ACTION: DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_ AGENT APPROVAL ISSUED WITH CONDITIONS

\_\_\_\_ PERMIT ISSUED WITH CONDITIONS

\_\_\_\_ PERMIT DENIED WITHOUT PREJUDICE

\_\_\_\_ PERMIT DENIED FOR CAUSE  
(SEE FILE DOCUMENTATION)

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## Statewide Inland Wetlands & Watercourses Activity Reporting Form

Pursuant to section 22a-39(m) of the General Statutes of Connecticut and section 22a-39-14 of the Regulations of Connecticut State Agencies, Municipal Inland Wetlands Agencies (here after called the Agency) **must** complete the Statewide Inland Wetlands & Watercourses Activity Reporting Form for **each** action taken by such agency.

This form may be made part of a municipality's inland wetlands application package. If the municipality chooses to do this, it is recommended that a copy of the Town and Quadrangle Index of Connecticut and a copy of the municipality's subregional drainage basin map be included in the package as well.

Please remember, the Agency is responsible for ensuring that the information provided is accurate and that it reflects the **final** action of the Agency. Incomplete or incomprehensible forms will be mailed back to the Agency. Instructions for completing the form are located on the following page.

The Agency shall mail completed forms for actions taken during a calendar month no later than the 15<sup>th</sup> day of the following month to the Department of Environmental Protection (DEP). **Do not** mail this cover page or the instruction page. **Please print and mail only the completed yellow reporting form to:**

WETLANDS MANAGEMENT SECTION  
INLAND WATER RESOURCES DIVISION  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
79 ELM STREET 3<sup>RD</sup> FLOOR  
HARTFORD, CT 06106

Questions may be directed to the DEP's Wetlands Management Section at (860) 424-3019.

## Instructions For Completing THE STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM

### PART I: To Be Completed By Agency Only

Please note: a) Incomplete or incomprehensible forms will be mailed back to the Agency; b) Use a separate form to report each action taken by the Agency; c) Utilize the instructions below and fill in the fields on page 4; d) Print, sign, and send to CT-DEP, Wetlands Management Section.

1. Enter the year and month the Agency took the action being reported.
2. Enter **ONE** code letter to describe the final action or decision taken by the Agency. *Do not submit a reporting form for withdrawn applications.* Do not enter multiple code letters (for example: if an enforcement notice was given and subsequent permit issued - two forms for the two separate actions are to be completed).
  - A = A Permit Granted by the Agency (*not including map amendments, see code D below*)
  - B = Any Permit Denied by the Agency
  - C = A Permit Renewed or Amended by the Agency
  - D = A Map Amendment to the Official Town Wetlands Map - or -  
An Approved/Permitted Wetland or Watercourse Boundary Amendment to a Project Site Map
  - E = An Enforcement Notice of Violation, Order, Court Injunction, or Court Fines
  - F = A Jurisdictional Ruling by the Agency (i.e.: activities "permitted as of right" or activities considered non-regulated)
  - G = An Agent Approval pursuant to CGS section 22a-42a(c)(2)
  - H = An Appeal of Agent Approval pursuant to CGS section 22a-42a(c)(2)
3. Check "Yes" if a public hearing was held in regards to the action taken; otherwise check "No".
4. Enter the name of the Agency official verifying that the information provided on this form is accurate and that it reflects the **FINAL** action of the Agency.

**PART II: To Be Completed By The Agency Or The Applicant** - If Part II is completed by the applicant, the **applicant must return the form** to the Agency. The Agency must ensure that the information provided is accurate and that it reflects the **FINAL** action of the Agency.

5. Enter the name of the municipality for which the Agency has jurisdiction and in which the action/project/activity is occurring.  
  
Check "Yes" if the action/project/activity crosses municipal boundaries and enter the name(s) of the other municipality(ies) where indicated. Check "No" if it does not cross municipal boundaries.
6. Enter the USGS Quad Map name and number (1 through 115) as found on the Connecticut Town and Quadrangle Index Map (the directory to all USGS Quad Maps) that contains the location of the action/project/activity. See reverse side of the reporting form for the Connecticut Town and Quadrangle Index Map or at: ([www.ct.gov/dep/lib/dep/gis/resources/Index\\_NamedQuadTown.pdf](http://www.ct.gov/dep/lib/dep/gis/resources/Index_NamedQuadTown.pdf))  
  
**ALSO** enter the four-digit identification number of the corresponding Subregional Drainage Basin in which the action/project/activity is located. If the action/project/activity is located in more than one subregional drainage basin, enter the number of the basin in which the majority of the action/project/activity is located. A town subregional drainage basin map has been mailed to each Agency. Further, sub-regional drainage basin maps can be found at UCONN-CLEAR ([www.clear.uconn.edu/data/map\\_set/index.htm](http://www.clear.uconn.edu/data/map_set/index.htm)) for each town in an easy to understand format.
7. Enter the name of the individual applying for, petitioning, or receiving the action.
8. Enter the name and address or location of the action/project/activity site. Also provide a brief description of the action/project/activity. Select if the action/project/activity impacts are **TEMPORARY** or **PERMANENT** in nature.

9. **CAREFULLY REVIEW** the list below and enter **ONE** code letter which best characterizes the action/project/activity. All state agency projects must code "N".

A = Residential Improvement by Homeowner	I = Storm Water / Flood Control
B = New Residential Development for Single Family Units	J = Erosion / Sedimentation Control
C = New Residential Development for Multi-Family / Condos	K = Recreation / Boating / Navigation
D = Commercial / Industrial Uses	L = Routine Maintenance
E = Municipal Project	M = Map Amendment
F = Utility Company Project	N = State Agency Project
G = Agriculture, Forestry or Conservation	P = Other (this code includes the approval of
H = Wetland Restoration, Enhancement, Creation	concept plans with no-on-the-ground work)

10. Enter between one and four codes to best characterize the project or activity being reported. Enter "NA" if this form is being completed for the action of map amendment. You must provide code 12 if the activity is located in an established upland review area (buffer, setback). You must provide code 14 if the activity is located **BEYOND** the established upland review area (buffer, setback) or **NO** established upland review area (buffer, setback) exists.

1 = Filling	8 = Underground Utilities (no other activities)
2 = Excavation	9 = Roadway / Driveway Construction
3 = Land Clearing / Grubbing (no other activity)	10 = Drainage Improvements
4 = Stream Channelization	11 = Pond, Lake Dredging / Dam Construction
5 = Stream Stabilization (includes lakeshore stabilization)	12 = Activity in an Established Upland Review Area
6 = Stream Clearance (removal of debris only)	14 = Activity in Upland
7 = Culverting (not for roadways)	

**Examples:** Jurisdictional ruling allowing construction of a parking lot in an upland where the municipality *does not* have an established upland review area must use code 14, other possible codes are 2 and 10. Permitted construction of a free standing garage (residential improvement by homeowner) partially in an established upland review area with the remainder in the upland must use code 12 and 14, other possible codes are 1 and 2. Permitted dredging of a pond must use code 11, other possible codes are 12 and 5.

11. Leave blank for **TEMPORARY** alterations but please indicate action/project/activity is temporary under question #8 on the form (description). For **PERMANENT** alterations, enter in acres the area of wetland soils or watercourses altered. Include areas that are permanently altered, or are proposed to be, for all agency permits, denials, amendments, and enforcement actions. For those activities that involve filling or dredging of lakes, ponds or similar open water bodies enter the acres filled or dredged under "open water body". For those activities that involve directly altering a linear reach of a brook, river, lakeshore or similar linear watercourse, enter the total linear feet altered under "stream". Remember that these figures represent only the acreage altered not the total acreage of wetlands or watercourses on the site. You **MUST** provide all information in **ACRES** (or linear feet as indicated) including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration.
12. Enter in acres the area of upland altered as a result of an **ACTIVITY REGULATED BY** the Agency, or as a result of an **AGENT APPROVAL** pursuant to 22a-42a(c)(2). Leave blank for **TEMPORARY** alterations but please indicate action/project/activity is temporary under question #8 on the form (description). Include areas that are permanently altered, or proposed to be permanently altered, for all agency permits, denials, amendments, and enforcement actions. Inland wetlands agencies may have established an upland review area (also known as a buffer or setback) in which activities are regulated. Agencies may also regulate activities beyond these established areas. You **MUST** provide all information in **ACRES** including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration. Remember that these figures represent only the upland acreage altered as a result of an activity regulated by the Agency, or as a result of an agent approval.
13. Enter the acres that are, or are proposed to be, restored, enhanced or created for all agency permits, denials, amendments, and enforcement actions. **NOTE:** "restored" or "enhanced" applies to previously existing wetlands or watercourses. "Created" applies to a non-wetland or non-watercourse area which is converted into wetlands or watercourses (question #10 must provide 12 and/or 14 as an answer, and question #12 must also be answered). You **MUST** provide all information in **ACRES** including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no restoration, enhancement or creation.

**PART III: To Be Completed By The DEP - Please leave this area blank.**





Inland Water Resources Division  
Department of Environmental Protection  
79 Elm Street, 3<sup>rd</sup> Floor  
Hartford, CT 06106-5127  
[www.ct.gov/dep](http://www.ct.gov/dep)

GIS CODE #: \_\_\_\_\_  
For DEP Use Only

## Statewide Inland Wetlands & Watercourses Activity Reporting Form

Complete, print, sign, and mail this form in accordance with the instructions on pages 2 and 3.

### PART I: To Be Completed By The Municipal Inland Wetlands Agency Only

1. DATE ACTION WAS TAKEN (use drop-down box):      Year      Month
2. ACTION TAKEN (use drop-down box):
3. WAS A PUBLIC HEARING HELD? (select one only)      ☐ Yes      ☐ No
4. NAME OF AGENCY OFFICIAL VERIFYING AND COMPLETING THIS FORM:  
(print):      (signature) \_\_\_\_\_

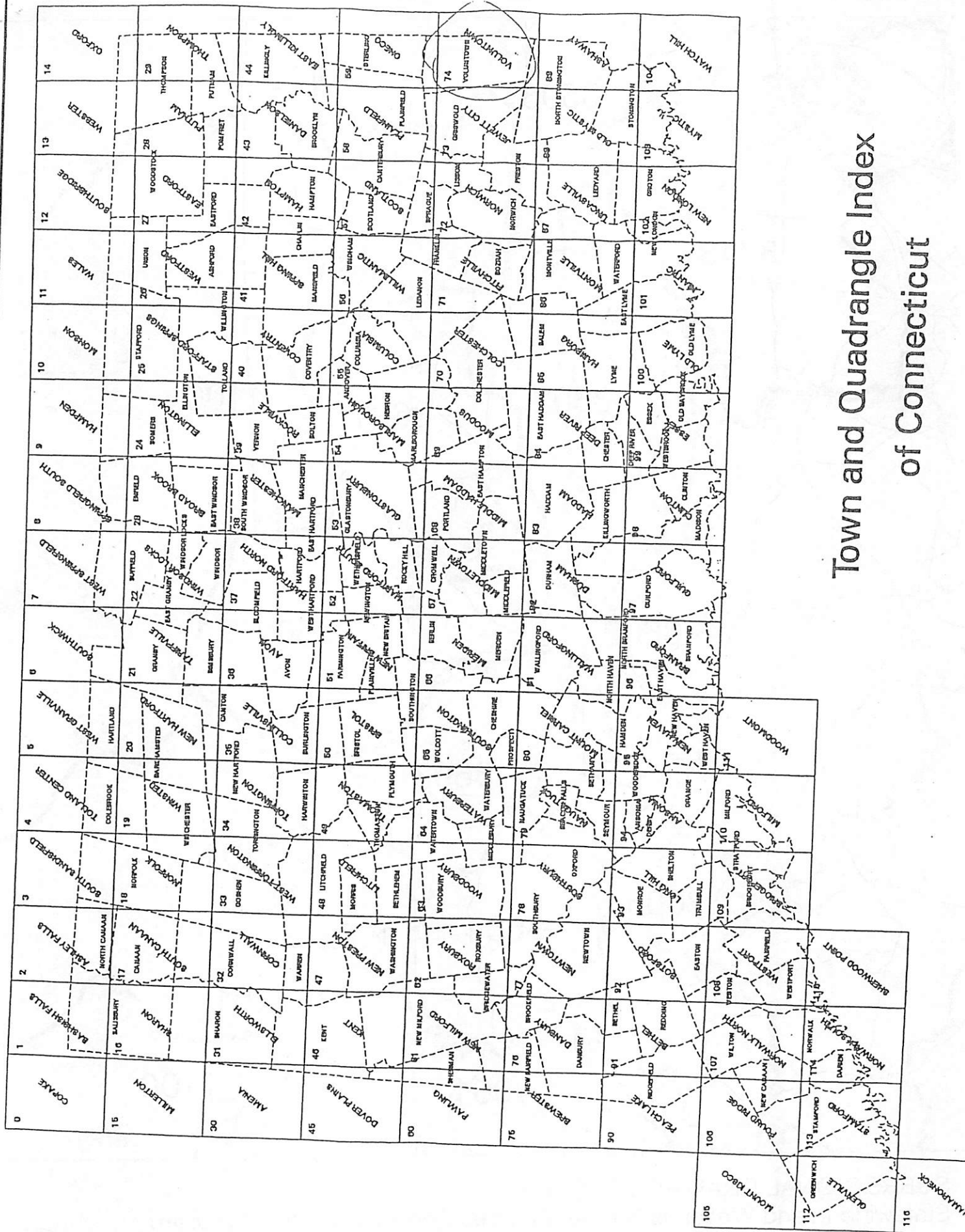
### PART II: To Be Completed By The Municipal Inland Wetlands Agency Or The Applicant

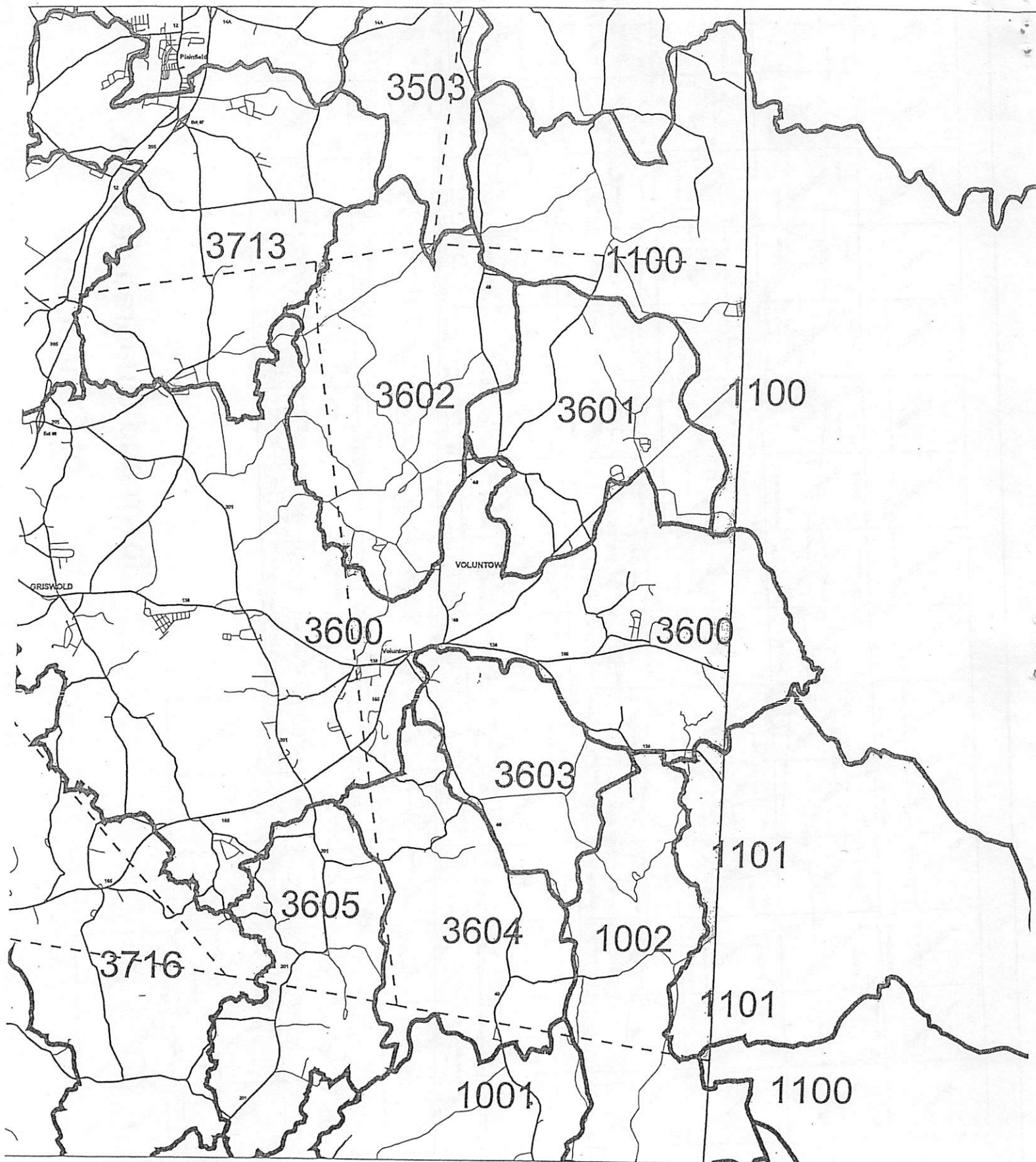
5. TOWN IN WHICH THE ACTION IS OCCURRING:  
Does this project cross municipal boundaries? (select one only)      ☐ Yes      ☐ No  
If Yes, list the other town(s) in which the action is occurring:
6. LOCATION: USGS Quad Map Name (see hyperlink):  
Quad Number (see hyperlink):  
Subregional Drainage Basin Number (see hyperlink):
7. NAME OF APPLICANT, VIOLATOR OR PETITIONER:
8. NAME & ADDRESS/LOCATION OF PROJECT SITE:  
  
Briefly describe the action/project/activity: ☐ Temporary      ☐ Permanent
9. ACTIVITY PURPOSE CODE (Use drop-down box):
10. ACTIVITY TYPE CODE(S) (Use drop-down box):
11. WETLAND / WATERCOURSE AREA ALTERED [must be provided in acres or linear feet as indicated]:  
Wetlands:      acres      Open Water Body:      acres      Stream:      linear feet
12. UPLAND REVIEW AREA ALTERED [must be provided in acres]:      acres
13. AREA OF WETLANDS AND / OR WATERCOURSES RESTORED, ENHANCED OR CREATED:      acres  
[must be provided in acres]

### PART III: To Be Completed By The DEP

DATE RECEIVED:      DATE RETURNED TO DEP:  
FORM COMPLETED: ☐ YES      ☐ NO      FORM CORRECTED / COMPLETED: ☐ YES      ☐ NO

of Connecticut







## SUBREGIONAL DRAINAGE BASINS

Statewide Inland Wetlands & Watercourses Activity Reporting Program

**Voluntown,  
Connecticut**

 Subregional Basin

 Main Road  
 Local Road

Town

0 0.5 1 1.5 2 Miles

July, 2000

DEP Inland Water Resources Division  
Wetlands Management Section









