

# **INLAND WETLANDS & WATERCOURSES CONSERVATION COMMISSION REGULATIONS**



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**INLAND WETLANDS & WATERCOURSES  
REGULATIONS  
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## **Revisions After 2011**

This version of the Inland Wetlands and Watercourses Model Municipal Regulations is a revision of the prior model dated "Rev. March 1997". It is considered the fourth edition and is dated May 1, 2006. This edition has been revised to be consistent with all amendments to the Inland Wetlands and Watercourses Act through December 31, 2011.

Amended December 1, 2012 to be consistent with Public Act No. 12-151.

## **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 Griswold and the Borough of Jewett City. In the following regulations, it is understood the term "Town of Griswold" refers to both the Town of Griswold and the Borough of Jewett City who have in common the Griswold Inland Wetland Watercourses Conservation Commission (or Agency) with jurisdiction over inland wetlands and watercourses. These regulations replace a locally generated set of regulations in force until December 30, 2011 with ones that more closely follow the language in CTDEEP Model Regulations (as amended annually to reflect changes in legislation or case law) and include some local modifications to accommodate circumstances in the Town of Griswold and for overall ease in keeping the regulations up to date.

- 1.3** The Inland Wetlands Watercourses Conservation Commission of the Town of Griswold was established in accordance with an ordinance (Chapter 221) adopted November 19, 1973 and shall implement the purposes and provisions of these regulations and the Inland Wetlands and Watercourses Act in the Town Griswold.
- 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 Agency 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 Griswold pursuant to sections 22a-36 to 22a-45, inclusive, of the Connecticut General Statutes, as amended.

## **Section 2 Definitions**

- 2.1** As used in these regulations:

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

"Agency" means the Inland Wetlands, Watercourses, and Conservation Commission of the Town of Griswold and the Borough of Jewett City.

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

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

"Commission" means the Inland Wetlands, Watercourses, and Conservation Commission of the Town of Griswold and Borough of Jewett City

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

"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.

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

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

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

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

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

"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.

"Low Impact Development" means certain designed features or measures used to encourage more natural stormwater flow to stimulate infiltration and reduce impact to wetlands soils and/or watercourses. For example, the use of a grassed swale to collect and direct stormwater will mitigate the impact of such stormwater to the adjacent wetland.

"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.

"Marshes" are watercourses that are distinguished by the absence of trees and shrubs and the dominance of soft-stemmed herbaceous plants. The water table is at or above the ground surface throughout the year in marshes and in areas of open water six inches or more in depth are common, but seasonal water table fluctuations are encountered.

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

"Municipality" means the Town of Griswold and Borough of Jewett City

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

"Permit" see license

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

"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.

"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.

"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.

"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.

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

"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.

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

1. 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.
2. Any activity involving deposition or removal of material which will or may have a substantial effect on the wetland or water course or on wetlands or watercourses outside the area.
3. Any activity which substantially changes the natural channel or may inhibit the natural dynamics of a watercourse system.
4. 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.
5. Any activity which is likely to cause or has the potential to cause substantial turbidity, siltation or sedimentation in a wetland or watercourse.
6. Any activity which causes substantial diminution of flow of a natural watercourse or groundwater levels of the wetland or watercourse.

7. Any activity which is likely to cause or has the potential to cause pollution of a wetland or watercourse.
8. Any activity which damages or destroys unique wetland or watercourse areas or such areas having demonstrable scientific or educational value.

"Soil scientist" means an individual duly qualified in accordance with standards set by the federal Office of Personnel Management or certified by the Society of Soil Scientist of Southern New England.

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

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

"Town" means the Town of Griswold and Borough of Jewett City.

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

"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.

"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, Town of Griswold, 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 Agency. In all cases, the precise location of wetlands and watercourses shall be determined by the actual character of the land, the distribution of wetland soil types and location of watercourses. The Agency may use aerial photography, remote sensing imagery, resource mapping, soils maps, site inspection observations by soil

scientists or other information in determining the location of the boundaries of wetlands and watercourses.

- 3.2** Any person may petition the Agency 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 Agency may require such person to provide an accurate delineation of regulated areas in accordance with section 15 of these regulations.
- 3.3** The Agency shall maintain a current inventory of regulated areas within the town. The Agency 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 & 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 Energy and 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, the mining of top soil, peat, sand, gravel or similar material from wetlands or watercourses for the purposes of sale;
  - b. a residential home A) for which a building permit has been issued or B) 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, whichever is earlier, and further provided no residential home shall be permitted as of right pursuant to this subdivision unless the 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 (five or more cubic

yards) 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 and 22a-403 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, whichever 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; and
- g. Withdrawals of water for fire emergency purposes.

**4.2** The following operations and uses shall be permitted, as non-regulated 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 shellfishing where otherwise legally permitted and regulated ; and
- c. The installation of a dry hydrant by or under the authority of a municipal or volunteer fire department provided such dry hydrant is only for firefighting purposed and there is no alternative access to a public water supply. For 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 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.

#### **Regulated Activities Where Permit Required**

**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 Agency 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 or a non-regulated operation and use shall, prior to commencement of such operation and use, notify the Agency on a form provided by it, and provide the Agency with sufficient information to enable it to properly determine that the proposed operation and use is a permitted or non-regulated use of a wetland or watercourse. The Agency shall rule that the proposed operation and use or portion of it is a permitted or non-regulated 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 Energy and Environmental Protection**

- 5.1** The Commissioner of Energy and 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 Energy and 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 Energy and Environmental Protection shall have exclusive jurisdiction over activities authorized under a dam repair or removal order issued by the Commissioner of Energy and Environmental Protection under section 22a-402 of the Connecticut General Statutes or a permit issued by the Commissioner of Energy and 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 permit.
- 5.4** The Commissioner of Energy and 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**  
**Guidance to Applicants for Regulated Activities**  
**Where Permit Is Required**

- 6.1** No person shall conduct or maintain a regulated activity without first obtaining a permit for such activity from the Inland Wetlands, Watercourses, and Conservation Commission of the Town of Griswold. A regulated activity requiring review and permitting by the Agency includes those within a wetland soil or watercourse and within a distance referred to as the upland review area of the wetland soil or watercourse consisting of the following distances:

1. 75 feet for residential or accessory to residential activities;
2. 150 feet for commercial activities with buildings up to 50,000 square feet or 199 parking spaces;
3. 250 feet for commercial activities with buildings of footprints more 50,000 square feet or containing more than 199 parking spaces;

Additionally, to provide some advance guidance to permit applicants in some specialized circumstances, the following guidelines shall be used by applicants preparing proposed site plan alternative and for the Agency to evaluate compliance to these regulations:

1. In larger commercial projects, for construction or extension of improved town roads, and for projects requiring a General Permit for Stormwater Discharges, drainage design incorporating Low Impact Development (LID) features and in general consistency to recommended, case-appropriate designs using guidelines from the CTDEEP 2004 Stormwater Manual are suggested;
2. For permit applications relating to sand beaches adjacent to watercourses, a 30 foot width limitation as a means to limit erosion of beach sand into the lake, pond, or water body;
3. Only floating docks shall be permitted by the Commission; docks with supports in the bottom of the lake, pond, or water body need to be permitted by application to CTDEEP if the land under the water is owned by the State of Connecticut;
4. For permit applications relating to floating boat docks over a water body, a maximum extent of 30 feet into the water body or the minimum distance into the water body to obtain a depth at the dock of 30 inches, whichever is the shorter distance into the water body, shall be used;
5. For permit applications where the subject parcel is highly developed or a cleared lot adjacent to a watercourse the Agency may require some landscaping, ground covers, rain gardens, or other Low Impact Development (LID) site features which promote stormwater infiltration minimize leaching of phosphorous and other plant growth-inducing nutrients into the watercourse from stormwater.

- 6.2** Any person found to be conducting or maintaining a regulated activity without the prior authorization of the Agency, 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.

## **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 Agency. The application shall contain the information described in this section and any other information the Agency may reasonably require. Application forms may be obtained in the offices of the Agency.

- 7.2** If an application to the Town of Griswold Planning and Zoning Commission for subdivision or resubdivision 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 Agency in accordance with this section, no later than the day the application is filed with such planning, zoning, or planning and zoning commission.
- 7.3** The application shall contain such information as is necessary for a fair and informed determination thereon by the Agency.
- 7.4** A prospective applicant may request the Agency 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 physical address and telephone numbers; if the applicant is a Limited Liability Corporation or a Corporation the managing member's or responsible corporate officer's name, physical address, and telephone number;
  - b. the owner's name, physical 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, including Low Impact Design (LID) practices, 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 Agency to inspect the subject land, at reasonable times, during the pendency of an application and for the life of the permit;
- k. a completed DEEP reporting form; the Agency shall revise or correct the information provided by the applicant and submit the form to the Commissioner of Energy and Environmental Protection in accordance with section 22a-39-14 of the Regulations of Connecticut State Agencies;
- l. any other information the Agency deems necessary to the understanding of what the applicant is proposing, including proposed LID practices, names and appropriate evidence of certification or licensure of the engineer, surveyor, contractor, and/or soils scientist who prepared the site plan; street address and Map/Block/Lot identification of the parcel where activity is proposed; the geographical location of the parcel and wetlands or watercourses in the first 50 feet onto adjacent parcels available from Town Geographic Information System; names of adjacent property owners; location of existing structures, wells, septic systems related to proposed activity and upland review area; notes of the site plan sheets identifying that there are wetlands soil types or watercourses on the site plan/proposed activity site; signature block for date of signature, date of permit termination, and approval signatures of either the Chairman or Secretary of the Agency ; and
- m. submission of the appropriate filing fee based on the fee schedule established Town of Griswold Ordinance Section 144 Land Use Review Fees included as Appendix D. Applicants are responsible for payment of any special review fees for consultants that may be judged necessary by the Commission for review of application materials.

**7.6** At the discretion of the Agency 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, including LID practices, designed to mitigate the impact of the proposed activity.
- h. note on the site plan that identifies that wetlands soils or watercourses are included on the site where activity is proposed. NOTE language shall be:
  - 1) Boundary lines, dimensions, and area of the property.
  - 2) Locations of all wetlands soils and watercourses both on the subject property and within 200 feet of the adjacent boundary line from voucher public information available.
  - 3) Elevations at one foot contour intervals in all areas of the subject property that are within 100 feet of the wetland soil or watercourse; elevations at two foot contour interval within 50 feet into the adjacent parcel using topography estimates provided by Town GIS/DEM model estimates.
  - 4) Location and description of all existing structures, roads, drainage features and other man-made objects.
  - 5) Locations and descriptions of all proposed activities.
  - 6) Description of soil type distribution, location of any soil borings or test holes, location and results of any percolation tests.
  - 7) Description of the vegetative cover, including dominant botanical species and any rare species.
  - 8) Quantities and descriptions of materials to be removed or deposited erosion and sedimentation control measures that will be used throughout the project if pollution is expected , the Agency may require chemical or biological testing both above or below ground level within the regulated area.

- 9) Signature block on site plan sheet to show date of signature, date of permit termination, and signature by Agency Chairman or Secretary.

**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** Ten (10) copies of all application materials shall be submitted to comprise a complete application package unless an applicant is otherwise directed, in writing, by the Agency.

**7.9** Any application to renew or amend an existing permit shall be filed with the Agency 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;
  - 1) the application shall state the reason why the authorized activity was not initiated or
  - 2) completed within the time specified in the permit;
- c. 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;
- d. 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 Agency 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 shall be valid for more than ten (10) years, no permit issued prior to July 1, 2006 or after July 1, 2009 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 (14) 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, 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 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 a 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, not later than sixty days prior to the filing of the permit application.
- d. In lieu of such notice pursuant to subsection 7.11c, the applicant may submit a letter from the holder of such restriction or from the holder’s authorized agent, verifying that the application is in compliance with the terms of the restriction.

## **Section 8 Application Procedures**

**8.1** All petitions, applications, requests or appeals shall be submitted to the Inland Wetlands, Watercourses, and Conservation Commission of the Town of Griswold and Borough of Jewett City.

**8.2** The Agency 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 agency 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 on the site will flow through and significantly impact the drainage or sewerage 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 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 provided such water company has filed a map showing the boundaries of the watershed on the land records of the municipality in which the application is made and with the inland wetlands agency of such municipality. Such notice shall be made by certified mail, return receipt requested, and shall be mailed within seven days of the date of the application. The water company, through a representative, may appear and be heard at any hearing on the application. Documentation of such notice shall be provided to the Agency.
- 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 Agency, immediately following the day of submission to the Agency 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 Agency 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** No application shall be deemed complete unless it shall be in a form and contain such information as the Commission considers necessary for a full determination of the issues. Incomplete applications may be denied.

## **Section 9 Public Hearings**

- 9.1** The inland wetlands agency shall not hold a public hearing on an application unless the inland wetlands agency 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 agency not later than fourteen days after the date of receipt of such application, or the inland wetlands agency finds that a public hearing regarding such application would be in the public interest. The inland wetlands

agency may issue a permit without a public hearing provided no petition provided for in this section is filed with the inland wetlands agency 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.

## **Section 10 Considerations for Decision**

- 10.1** The Agency 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 Griswold:
    - 1. Uncas Health District
    - 2. Planning and Zoning Commissions
    - 3. Building Official
    - 4. Fire Marshal
    - 5. CTDEEP
    - 6. US Army Corps of Engineers
  - c. The Agency may also consider comments on any application from the Eastern Connecticut Resources and Conservation District, the Southeastern Connecticut Council of Governments or other regional organizations; 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 subdivision 10.1b and c above within the prescribed time shall neither delay nor prejudice the decision of the Agency.
  - e. For an application for which a public hearing is held, public comments, evidence and testimony may be considered.
- 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 Agency 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 and watercourses.

**10.3** In the case of an application which received a public hearing pursuant to a finding by the Agency that the proposed activity may have a significant impact on wetlands or watercourses, a permit shall not be issued unless the Agency finds on the basis of the record that a feasible and prudent alternative does not exist. In making this finding the Agency 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 Agency may 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 the applicant 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 agency 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 Agency 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 Agency in its decision.
- 10.8** In the case of an application where the applicant has provided written notice pursuant to subsection 7.11c of these regulations, the holder of the restriction may provide proof to the inland wetlands agency that granting of the permit application will violate the terms of the restriction. Upon a finding that the requested land use violates terms of such restriction, the inland wetlands agency 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 7.11c or 7.11d of these regulations, (1) the party holding the conservation or preservation restriction, other than a state agency that holds such a restriction, may, not later than fifteen days after receipt of actual notice of permit approval, file an appeal with the inland wetlands agency, subject to the rules and regulations of such agency relating to appeals. The inland wetlands agency 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 inland wetlands agency, subject to rules and regulations of such agency relating to appeals. The inland wetlands agency 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 7.11c or 7.11d 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 Agency, 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. Such terms may include restrictions as to the time of year in which a regulated activity may be conducted, provide the Agency, or its agent, determines that such restrictions are necessary to carry out the policy of Section 22a-36 to 22a-45

- 11.2** No later than sixty-five (65) days after receipt of an application, the Agency 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 Agency 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 Agency shall be withdrawn by the applicant or denied by the Agency.
- 11.3** The Agency shall state upon its record the reasons and bases for its decision.
- 11.4** The Agency 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 Agency 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 Agency shall file a copy of the decision and report on the application with the Town of Griswold Planning and Zoning Commission within fifteen days of the date of the decision thereon.
- 11.6** Any permit issued by the Agency for the development of land for which an approval is required under Chapter 124, 124b, 126 or 126a of the Connecticut General Statutes shall be valid for until the approval granted under such chapter expires or for ten years, whichever is earlier. Any permit issued by the Agency for any activity for which an approval is not required under chapter 124, 124b, 126 or 126a shall be valid for not less than two years and not more than five years.
- 11.6.1** Notwithstanding the provisions of Section 11.6 of these regulations, 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 not less than nine years after the date of such approval.
- 11.7** No permit issued by the Agency shall be assigned or transferred without the written permission of the Agency.
- 11.8** If a bond or insurance is required in accordance with section 13 of these regulations, the Agency may withhold issuing the permit until such bond or insurance is provided.
- 11.9** General provisions in the issuance of all permits:

- a. The Agency 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 Agency are subject to and do not derogate any present or future rights or powers of the Agency or the Town of Griswold 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 Agency'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 Agency.

## **Section 12**

### **Action by Duly Authorized Agent**

- 12.1** The Agency 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 Energy and 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 Agency and shall contain the information listed under Section 7.5 of these regulations and any other information the Agency 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.
- 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 Agency within fifteen days after the publication date of the notice and the Agency shall consider such appeal at its next regularly scheduled meeting provided such meeting is no earlier than three business days after receipt by such Agency or its agent of such appeal. Any person may appear and be heard at the meeting held by the Agency to consider the subject appeal. The Agency 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 Agency may require as a permit condition the filing of a bond with such surety in such amount and in a form approved by the Agency. Surety bonds shall not be acceptable.
- 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 Agency 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 Agency or its duly authorized agent shall take into consideration the criteria for decision under section 10.2 of these regulations.
- 14.2** The Agency 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 Agency 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 Agency 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 Agency 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 Agency 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 Agency 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 Agency 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 Agency 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 Agency, and

prescribing the necessary action and steps to correct the violation including, without limitation, halting work in wetlands or watercourses. The Agency may request that the individual appear at the next regularly scheduled meeting of the Agency 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 section 14.3.a or other enforcement proceedings as provided by law.

- 14.5** The Agency 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 Agency shall issue notice to the permittee, personally or by certified mail, return receipt requested, setting forth the facts or conduct which warrants the intended action. The Agency 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 Agency's decision to suspend, revoke, or maintain a permit by certified mail within fifteen (15) days of the date of its decision. The Agency 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 Griswold may be amended, from time to time, by the Agency and in accordance with changes in the Connecticut General Statutes or the regulations of the Connecticut Department of Energy and Environmental Protection or as new information regarding soils and inland wetlands and watercourses becomes available.
- 15.2** An application filed with the Agency 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 Agency 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 Griswold Inland Wetlands and Watercourses Map shall be amended in the manner specified in section 22a-42a of the Connecticut General Statutes, as amended. The Agency shall provide the Commissioner of Energy and 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, Griswold, Connecticut, shall contain at least the following information:
- a. the petitioner's name, physical address, 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.
- 15.5** Any person who submits a petition to amend the Inland Wetlands and Watercourses Map, Griswold, 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 Agency. If such person is the owner, developer or contract purchaser of the land which 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, physical address, mailing address and telephone number of the owner(s) of such land and owner(s) agent or other representative;
  - b. the names and physical addresses, 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 soil scientist, 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 agency 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 agency 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 agency 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 Agency 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 Agency 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 Agency and the Commissioner of Energy and 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 which 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 Griswold, the State of Connecticut or the Government of the United States including any approval required by the Connecticut Department of Energy and Environmental Protection and the U.S. Army Corps of Engineers. Obtaining such assents, permits or licenses is the sole responsibility of the applicant.

## Section 19

### Fees

- 19.1** Method of Payment. All fees required by these regulations shall be submitted to the Agency by certified check or money order payable to the Town of Griswold at the time the application is filed with the Agency. Fee schedule is established and modified from time to time in Town of Griswold Ordinance Section 144 attached as Appendix D.
- 19.2** No application shall be granted or approved by the Agency unless the correct application fee is paid in full or unless a waiver has been granted by the Agency 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, education, municipal uses, 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** Fee Schedule. Application fees shall be based on the Town of Griswold Ordinance Section 144 attached as Appendix D.
- 19.6** Exemption: Boards, commissions, councils and departments of the Town of Griswold are exempt from all fee requirements with the exception of fees levied by the Connecticut Department of Energy and Environmental Protection, other state or federal agencies as applicable.
- 19.7** Waiver. The applicant may petition the Agency 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 Agency should consider in its determination under this subsection. The Agency may waive all or part of the application fee if the Agency 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.

- c. The applicant has shown good cause.
- d. The waiver argument and decision is consistent with requirements of Town Ordinance Section 144.

The Agency shall state upon its record the basis for all actions under this fee waiver 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 Griswold. For historical purposes, the original format of regulations for the Griswold Inland Wetlands and Watercourses Conservation Commission was adopted first on November 19, 1973 and had revisions through to an effective date of August 10, 2006. The present format of these regulations with modifications based on the CTDEEP Model Regulations was reviewed and approved by the Commissioner and taken to public hearings, revised as appropriate, and made effective on December 30, 2011.

## **APPENDIX A**

### **Definition of Agriculture and Farming**

Connecticut General Statute section 1-1(q)

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, hoopouses 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 mulluscan shellfish, on leased, franchised and public underwater farm lands. Nothing herein shall restrict the power of a local zoning authority under chapter 124.

## APPENDIX B

### 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 additional notice. Such regulations shall include provisions that the notice be mailed who own land that is adjacent to the land that is subject of the hearing, or be provided by posting a sign on the land that is the subject of the hearing, or both. For purposes of such additional notice, (1) proof of mailing shall be evidenced by a certificate of mailing, and (2) the person who owns land shall be the owner indicated on the property tax map or on the last completed grand list as of the date such notice is mailed. 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 C**

Guidelines, Upland Review Area Regulations  
Connecticut's Inland Wetlands & Watercourses Act

CT State Statute Section 22a-44c

(c) Any person who willfully or knowingly violates any provision of sections 22a-36 to 22a-45, inclusive, shall be fined not more than one thousand dollars for each day during which such violation continues or be imprisoned not more than six months or both. For a subsequent violation, such person shall be fined not more than two thousand dollars for each day during which such violation continues or be imprisoned not more than one year or both. For the purposes of this subsection, "person" shall be construed to include any responsible corporate officer.

## **APPENDIX D Land Use Review Fee Schedule...Town of Griswold Ordinance Section 144**

### **APPLICATION FEES**

#### **TOWN ORDINANCE OF FEES FOR LAND USE APPLICATION PROCESSING AND REVIEW**

Land Use Ordinance 144 of the Town of Griswold pertaining to Land Use Application Processing and Review Fees, adopted 9/23/08 and made effective on 10/11/08. 144.030 Fee Schedule (03/30/09)

#### **§144.010 Fees Established.**

Pursuant to Section 8-1c of the Connecticut General Statutes there is established a schedule of fees for the processing of land use applications received by the Planning and Zoning Commission, Zoning Board of Appeals and Inland Wetlands and Watercourses Conservation Commission. The schedule of fees established shall supersede those fees presently charged by the land use commissions and boards as previously established in Section 143 and pursuant to any provision of the General Statutes or any Special Act. These fees are intended to cover a portion of the Town's costs for processing and administrative handling of land use applications, including, but not limited to: legal advertisements regarding public hearings, decisions of a commission, and other matters requiring publication in a newspaper; other notifications or referrals required or authorized by applicable law; recording and transcribing, where necessary, of public hearings and meetings, the preparation of minutes and other documentation applicable to the application, and other clerical expenses; staff salaries and overhead expenses for staff to the commission, including officials of the Town for whom land use application review is only a part of his/her duties, such as the sanitarian, fire chief, etc.; Town Attorney fees in direct connection with legal advice, review of documents, and attendance at meeting, where deemed desirable, in connection with the application; inspection of construction and other work to insure compliance with approved permits and applicable regulations; keeping and updating of files and other documentation relative to the application; such other expenses as may be incidental to the processing of land use applications or subsequent research or review relating to land status requested by outside parties but involving documents or procedures within the Town of Griswold.

#### **§144.020 Definitions.**

For the purpose of this chapter the following definitions shall apply:

"Commission(s)" means one or all of the land use regulatory agencies of the Town of Griswold known as the Planning and Zoning Commission, Zoning Board of Appeals and Inland Wetlands and Watercourses Conservation Commission.

"Processing of land use application(s)" means the actions of a commission, supported by staff employed by the Town of Griswold, independent contractors, or consultants, in receiving, reviewing and acting upon an application to conduct an activity regulated by said commission and including both pre-action reviews and post-approval supervision of work and inspection of activities permitted.

"Improved land area" means any portion(s) of a development site not covered by buildings, but covered by parking, driveways, outdoor storage or loading areas, lawns, formal landscaped areas, or any other area not in its natural state.

"Fixed Application Fees" shall mean those set forth in Section 144.030, subsection A of this Chapter.

"Additional Expenses" shall mean those reimbursements set forth in Section 144.030, subsection C of this Chapter.

Any other term not defined in this Ordinance shall have the meaning set forth in the "definitions" section of any applicable regulations (e.g., the zoning regulations for zoning applications, the subdivision regulations for subdivision or resubdivision applications, etc.).

**§144.030 Fee schedule.**

**A. Fixed Application Fees.** Commissions shall charge Fixed Application Fees for the processing of land use applications in accordance with the following schedule:

**Planning & Zoning Commission** Completed application forms along with the required fee are to be submitted to the Planning and Community Development Department no later than ten (10) Business days prior to the meeting. Meetings are held on the second Monday of each month.

	<u>Application Fee</u>		<u>State Fee</u>		<u>Total</u>
<b>Zone Changes</b>					
Text Amendment Flat Fee	\$375	+	\$60.00	=	\$435.00
Map Amendment Flat Fee	\$400 1 to 14 acres	+	\$60.00	=	Variable
Map Amendment*	\$600 15 acres or more	+	\$60.00	=	Variable
*PZC Commission may reduce the map amendment fee to the Flat Fee if the requested zone change is for a less intensive zone usage.					
<b>Zoning Permits</b>					
Residential	\$150 / unit	+	\$60.00	=	Variable
Basic Review of Site Plan	\$250	+	\$60.00	=	\$310.00
Minor Change in Use or Site Plan for Existing Commercial /Industrial	\$300	+	\$60.00	=	\$360.00
New Commercial/Industrial or Site Plan Amendment of Existing Commercial /Industrial	\$400 + \$25 / 1,000 sq. ft.**	+	\$60.00	=	Variable
Home Occupation	\$250	+	\$60.00	=	\$310.00
<b>Food Vending Permits</b>					
<b>Weekend – Maximum of 3 days</b>	<b>\$25</b>		<b>N/A</b>	<b>=</b>	<b>\$25.00</b>
<b>Seasonal – Maximum of 6 weeks</b>	<b>\$75</b>		<b>N/A</b>	<b>=</b>	<b>\$75.00</b>
<b>Annual</b>	<b>\$250</b>		<b>N/A</b>	<b>=</b>	<b>\$250.00</b>
<b>Special Exceptions</b>					
Residential (multifamily)	\$200 / unit	+	\$60.00	=	Variable
New Commercial or Industrial	\$600 + \$25 / 1,000 sq. ft.**	+	\$60.00	=	Variable
Existing Buildings/Modifications	\$350 + \$25 / 1,000 sq. ft. **	+	\$60.00	=	Variable
** Charge per 1000 sq. ft. of buildings and outside active area proposed					
<b>CGS Section 8-30 Zoning Appeals</b>	<b>\$500 + \$50.00/unit</b>	<b>+</b>	<b>\$60.00</b>	<b>=</b>	<b>Variable</b>
<b>Subdivisions</b>	<b>\$300 / lot Minimum \$350</b>	<b>+</b>	<b>\$60.00</b>	<b>=</b>	<b>Variable</b>
<b>Re-Subdivisions</b>	<b>\$350 / lot Minimum \$400</b>	<b>+</b>	<b>\$60.00</b>	<b>=</b>	<b>Variable</b>

**Zoning Board of Appeals**

Completed application forms along with the required fee are to be submitted to the Planning and Community Development Department no later than three Thursdays prior to the meeting. Meetings are held on the first Wednesday of each month.

	<u>Application Fee</u>		<u>State Fee</u>		<u>Total</u>
Variance	\$150.00	+	\$60.00	=	\$210.00
Appeal of Zoning Enforcement Officer Order	\$150.00	+	\$60.00	=	\$210.00
Automotive Location	\$150.00	+	\$60.00	=	\$210.00

**Inland Wetlands & Watercourses Conservation Commission**

Completed application forms along with the required fee shall be submitted to the Planning & Community Development Department no later than 15 days prior to the meeting. Meetings are held on the third Thursday of each month.

<b>Basic Fee</b>	<u>Application Fee</u>		<u>State Fee</u>		<u>Total</u>
<b>1-family &amp; 2-family residences or Administrative Approval</b>	<b>\$100.00</b>	<b>+</b>	<b>\$60.00</b>	<b>=</b>	<b>\$160.00</b>
Commercial multi-family residence per dwelling unit	\$ 50.00	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
<b>If Applicable add:</b>					
Public Hearing	\$175.00	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
Wetlands Jurisdiction Review	\$ 75.00	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
Regulation Amendment	\$175.00	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
Subdivision: For each lot with wetlands or watercourses and/or in which activity is proposed in a wetland/ regulated area	\$ 50.00/lot	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
Commercial Activity	\$300.00	+	<b>Basic Fee &amp; State Fee</b>	=	Variable
			Total		Variable

**B. Maximum Fee; Calculation of Fee.** Except as provided in Paragraph C below, no application fee calculated in accordance with the preceding formulae shall exceed \$20,000.00. Each applicant for any permit shall provide, at the time of application, the necessary data to permit the calculation of the application fee (such as square footage of buildings or outside storage or active display area requested, the proposed number of lots, or acreage involved in a zone change), and such information shall, where appropriate, be certified by a licensed land surveyor, professional engineer, or registered architect. Failure to file any application fee set forth in this ordinance shall be grounds for denial, without prejudice, of such application.

**C. Additional Reimbursable Costs.**

1. In addition to the fixed fees set forth in subsection A of this section, the commissions may collect payment for direct costs of materials and review services performed by other than town employees, including but not limited to:
  - a. specialized inspections;
  - b. third party reviews with professional certifications;
  - c. reviews by consultant Town Attorneys;

- d. reviews by consultant Town Professional Engineers;
- e. reviews by licensed Landscape Architects;
- f. reviews by licensed Architects;
- g. reviews by archeologist/cultural resource consultants;
- h. reviews by certified soil scientists, wildlife biologists, or ecologists;
- i. reviews by Licensed Environmental Professionals;
- j. reviews by certified professional in stormwater quality;
- k. legal, stenographic and transcription services associated with any type of land use application.

The Commission may require an applicant to provide certifications, inspections or professional consultant reports at the applicant's expense. It is intended that the fixed fees set forth in subsection A do not cover such costs for additional expenses resulting from non-town staff reviews necessitated by land use applications. These additional expenses will be required where applicable for any permit application before any land use Board or Commission, regardless of whether a public hearing is required. This section is also applicable to all expenses incurred after an approval is issued in the event that action is needed to enforce compliance with specific conditions of approval or violation of regulations.

**D. Fees Not in Lieu of Bonds.** The payment of fees shall not prohibit commissions from requiring performance or forfeiture bonds to ensure the successful completion of all work as may be prescribed in the respective land use regulations.

**§144.040 Exemptions**

All boards and agencies of the Town of Griswold, including the use of fire company properties for fire protection purposes, shall be exempt from the payment of fees established pursuant to this chapter. Each board may in whole or in part exempt an application from the payment of any or all fees if said application is for low and moderate income housing or special needs housing. In addition, each commission shall be authorized, by majority vote, to reduce or waive application fees where (1) the application does not appear, upon initial examination, to require intensive staff review and (2) the applicant is a non-profit entity which qualifies for tax deductible charitable contributions under Regulations of the U.S. Internal Revenue Service. The commission may also credit all or a portion of application fees from previous application(s) which were denied or withdrawn, where the review work performed on the previous application(s) may be of benefit in reviewing the new application. Any commission exempting an application from payment of a fee, in whole or in part, shall state in the minutes of the meeting at which the plan was received the fee type exempted, the percentage exempt and reasons for granting the exemption. This exemption shall not prohibit a commission from requiring consultant reports, professional certification or conducting inspection to ensure conformance with land-use regulations.

**§144.050 Payment of fees**

- A. Other Fees.** The payment of a fee established in accordance with the provision of this chapter shall not relieve the applicant, owner or their agent from the payment of other fees that may be prescribed for a different type of land use application, or by another ordinance of the Town of Griswold.
- B. Fees Nonrefundable.** All fees received by a commission as part of a land use application submission shall be nonrefundable.
- C. Method and Timing of Payment, Failure to Pay.** All Fixed Application Fees shall be paid by cash, check or money order made payable to the Town of Griswold. Fees shall be paid at the time of application submission. The applicant shall be provided with invoices or other evidence of any Additional Expense(s), and

reimbursement to the Town shall be made within thirty (30) days after presentation of such invoices or other evidence. Failure to comply with this subsection shall be grounds for denial of any application without prejudice, or revocation of any permit previously issued. Reimbursement of the Town under this subsection shall be a condition for the endorsement of any plan, the issuance of any final permit, or the issuance of any certificate of zoning compliance for an approved application, or the renewal of any periodic or temporary approval, as the case may be.

- D. Post Approval Notices and Fees. The Town is authorized to place a notice of non-payment of review fees on the land records if any fees from pre-approval or post-approval non-staff reviews are not paid for a period of 90 days.

**§144.060            Periodic Updates of Fee Schedule**

The foregoing fees schedules are based upon an analysis of the expenses incurred, on average, in the processing of land use applications as of the date of passage of this Chapter. The First Selectman shall periodically examine the expenses incurred by the Town in the processing of land use applications, and shall make recommendations based on input from land use boards and commissions to the Board of Selectmen for adjustments to the foregoing fee schedules based upon current staffing, regulatory requirements, and other relevant factors.