

## **ENVIRONMENTAL PROTECTION COMMISSION APPLICATION PROCEDURE**

1. The Darien Inland Wetlands and Watercourses Map is on display in the Planning and Zoning Office at Town Hall. This map is for reference only and should not be used to determine exact wetlands lines. A certified soil scientist can be used to determine and flag wetland lines in the field.
2. Applications shall be submitted with supporting material by the application deadline set out in the annual schedule of meetings of the Environmental Protection Commission. Ten (10) copies of the application shall be submitted.
3. If the property is within 500 feet of an adjacent municipality, the applicant shall notify the Inland Wetlands Agency of that municipality (of the pending of such application) by Certified Mail on the day the application is filed in Darien.
4. A pre-application meeting is recommended to be scheduled with Environmental Protection Commission staff to determine the significance of the proposed activity. A Public Hearing will be scheduled if necessary. In the case of a Public Hearing, the applicant shall notify all abutting owners by Certified Mail 10 to 20 days prior to the scheduled Public Hearing.
5. In all cases, alternatives should be considered. The reasons for selection of the location for the proposed activity and analysis of alternative locations or solutions should be discussed as appropriate.
6. The Environmental Protection Commission conducts site inspections to review all applications “in the field”. This helps to assure an accurate analysis of the proposal.
7. The Commission will review and decide on each application during its monthly meetings or at a Public Hearing if required.
8. The applicant will be notified in writing of the decision not later than 15 days after the decision.