

Application Submittal Requirements for the Conservation Commission

The applicant shall provide Nine (9) collated copies of the following information as well as an electronic submission via email to conservationplanner@westonct.gov and landuseadmin@westonct.gov.

1. Completed Inland Wetlands and Watercourses Application.
 2. Westport/Weston Health District approval.
 3. Signed application by the Owner of Record or a signed Letter of Authorization.
 4. Pre-stamped business envelopes with the name of each abutting property owner within 100ft of the subject site.
1. A Site Plan showing existing and proposed features at a scale not to exceed 1" = 40" accurate to the leave of a A-2 property and T-2 Topographic surveys. Submit Nine (9) copies of the application, Two (2) original 24" x 36" and Seven (7) copies of the site improvement plan, A-2 Surto include delineated wetlands locations and the distance from the proposed activity to the wetlands and or watercourses.
 2. An electronic copy, in pdf format, of all submitted documents.
 3. Fee: check made payable to The Town of Weston:

Significant activity under 500 square feet of disturbed soil: **\$300**

Substantial activity over 500 square feet of disturbed soil: **\$600**

Subdivisions, Commercial activities **\$600 + \$200 per lot**

Administrative Review:

Under 500 square feet of disturbed soil: **\$100**

Over 500 square feet of disturbed soil: **\$300**

ADD AN ADDITIONAL FEE OF \$60.00 PAYABLE TO TOWN OF WESTON TO COVER CONN. STATE FEE.

All materials shall to be submitted in accordance with the deadline schedule and submitted to:

Dr. Tom Failla, Conservation Planner, Town of Weston

Att: Weston Conservation Commission

Town Hall Annex

24 School Road, Weston, CT 06883

conservationplanner@westonct.gov

Once completed and received by the Commission, the applicant will be notified as to the scheduled date of the Commission site walk and meeting date.

- The Commission scheduled site walk will occur on a Saturday morning beginning at 8 a.m.; the date will be noted on the agenda.
- The Commission meets once per month, in accordance to meeting schedule, at 7:30 p.m. in the Conference Room, located in the Town Hall Annex, 24 School Road or via Zoom when applicable.