

APPLICATION PROCESSING SCHEDULE

An application to the Inland Wetlands Commission (IWC) will be officially received at the first regular IWC meeting following the date of submission to the Planning Department. By state law the IWC must allow 14 days following official receipt for residents to file a petition with the IWC requesting a public hearing. *The IWC may not act on an application the same day it is received.* The IWC will not schedule a public hearing unless it determines that the proposed activity may have a significant impact on wetlands or watercourses or that a public hearing would be in the public interest. All applications requesting redesignation of wetlands require a public hearing.

The Planning Department schedules a Development Review meeting following receipt of an application at which staff of Town departments meet with the applicant and any design professionals to identify issues or request additional information about the application. The Planning Department may also refer the application to the Conservation Commission for comment. Following are the meeting schedules for the commissions and development review team that may be involved in reviewing an application:

Inland Wetlands Commission (IWC)

Fourth Tuesday of each month, 7:30 pm

Council Chambers, Third floor, Memorial Building/Town Hall, 14 Park Place

Development Review meeting

Second Wednesday of each month; 10:00 a.m.

Council Chambers, Third floor, Memorial Building/Town Hall, 14 Park Place

Planning & Zoning Commission (PZC)

First & third Thursday of each month; 7:30 p.m.

Council Chambers, Third floor, Memorial Building/Town Hall, 14 Park Place

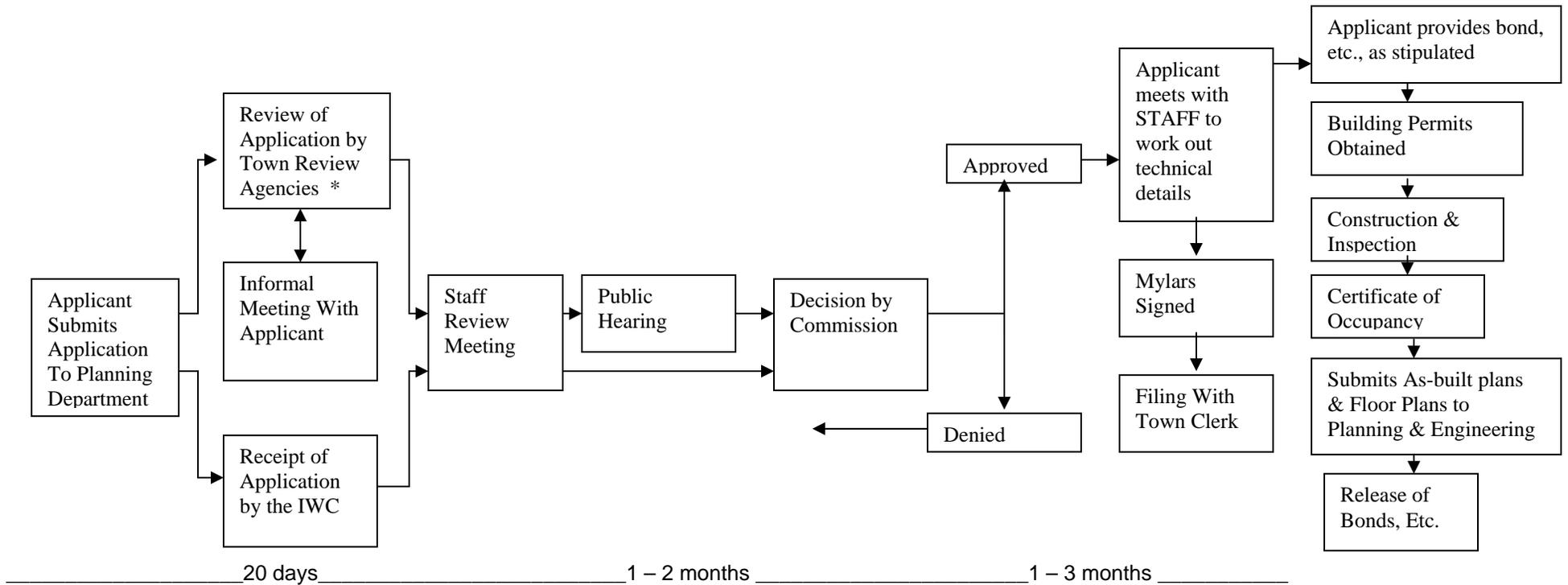
Conservation Commission (CC)

Third Monday of each month; 7:30 p.m.

Council Chambers, Third floor, Memorial Building/Town Hall, 14 Park Place

The flow chart below illustrates the general sequence of application processing.

Flow Chart for Applications Submitted to Vernon Land Use Commissions



(All time frames are approximate and for reference only)

Note: When application involves PZC, IWC, and/or ZBA approvals, IWC & ZBA must be obtained first.

*Town Review Agencies may include Conservation Commission, Traffic Authority, Design Review Commission, and/or Local Historic Properties Commission

INLAND WETLANDS APPLICATION TIME FRAMES

	Action on Application or Start of Hearing	Conclude Public Hearing	Decision on Application following close of Hearing
No hearing scheduled	Within 65 days of receipt		
Public hearing scheduled	Within 65 days of receipt	Within 35 days	Within 35 days

- NOTES: 1. Applicant may consent to extend the time frame for any component for a total of sixty-five (65) days.
2. All Applications are considered “received” at the next regularly scheduled meeting of the IWC after submission to the Town Planning Department.
 3. Application must be received at least one (1) business day prior to a regularly scheduled meeting in order to be “received” at the next regular meeting.