

### VIII. APPLICATION REQUIREMENTS

**The following provisions apply to all applications submitted to the Inland Wetlands Commission (IWC) and are incorporated as part of the application:**

All information shall be submitted to the Town Planner, and no application shall be considered as being filed if incomplete or if delivered to any other Town Official.

If the area to be developed contains more than one-half (1/2) acre area that will be physically altered or disturbed, a completed erosion and sedimentation control plan (ESCP) in accordance with Zoning Regulations Section 18 and Subdivision Regulations Section 6.14, whichever is applicable, must be submitted. The applicant shall be responsible for all costs associated with the certification of the ESCP by the North Central Conservation District.

By signing this application the property owner grants permission to commission members, employees of the Town of Vernon, or their agents, who are involved directly with making inspections pursuant to the application review, approval, bonding, monitoring, or obtaining other information materially relevant to the application to enter onto the property and conduct inspections.

All Applications must include drawings which are one of the following sizes: 8.5" x 11", 12" x 18", 18" x 24", or 24" x 36". Subdivision and resubdivision maps must be 24" x 36". One drawing shall include a small scale map (1"=600' ±) showing the location of the property in relation to the surrounding area.

A legal description of the subject property must be submitted with this IWC application. The legal description should bear the Volume number and Page number by which the property is recorded in the land records.

Applications to the Inland Wetlands Commission (IWC) require notification of abutting property owners for applications which require a public hearing. **A list of owners of abutting properties and a complete set of mailing labels must be submitted with the application.**

The applicant shall submit the information required by section 7 of the regulations to the Town Planning Department accompanied by a check in the amount prescribed by section 19 of the regulations. A check which is submitted in payment of the filing fee is to be payable to "Town of Vernon".

Applicant shall submit twenty (20) copies of a map showing all the information required in Section 7 of the IWC Regulations. The map must be prepared by a licensed surveyor if the application involves (a) exterior modification to the building or premises, such as off-street parking, which need dimensionally critical measurements to insure compliance with zoning or (b) the improvements involve disturbing more than one-half (1/2) acre of land.

APPLICANT SHALL FILE A COPY OF ANY PROPOSED REGULATION AMENDMENT, ZONE CHANGE OR WETLANDS REDESIGNATION WITH THE TOWN CLERK 10 DAYS PRIOR TO THE HEARING AS PER SECTION 22a-42a(b) OF THE GENERAL STATUTES. CERTIFICATION OF THE FILING UNDER THESE SECTIONS BY THE APPLICANT MUST BE PRESENTED AT THE PUBLIC HEARING. The form for submission to and receipt by the Town Clerk is part of this application packet and is found under "Other Forms," below.