

SECTION 8 - APPLICATION PROCEDURES

- 8.1 All applications shall be submitted to the Inland Wetlands and Watercourses Commission of the Town of Killingly. Application must be made by the property owner of record or the duly authorized agent of such owner, such authorization to be in writing.
- 8.2 When an application to conduct or cause to be conducted a regulated activity upon an inland wetland or watercourses is filed and any portion of such wetland or watercourse is within five hundred feet of the boundary of another municipality, the applicant shall give written notice of the application by certified mail, return receipt requested, on the same day to the inland wetlands agency of such other municipality. Documentation of such notice shall be provided to the Killingly Inland Wetlands and Watercourses Commission. (Amend. Effective Date June 1, 1997)
- 8.3 Should the Zoning Regulations of the Town of Killingly require a site plan application or if an application for a special permit, subdivision, or variance is submitted to the applicable Town agency or agencies, and, in any such instance, it involves an activity regulated by these regulations or the general statutes Sections 22a-36 through 22a-45, as amended, the applicant shall submit an application for a permit pursuant to these regulations no later than the same day an application is filed with any other such agency.
- 8.4 The Agency shall, in accordance with Connecticut General Statutes Section 8.7d (as amended), notify the clerk of any adjoining municipality of the pendency of any application to conduct a regulated activity when:
- 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. 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 site will flow through and significantly 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.

Notice of the pendency of such application shall be made by certified mail, return receipt requested, and shall be mailed within seven (7) days of the date of receipt of the application.

- 8.5 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 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.

- 8.6 The date of receipt of any application shall be the day of the next regularly scheduled meeting of the Agency immediately following the day of submission to the Agency, provided such meeting is no earlier than three business days after receipt, or thirty-five days after such submission, whichever is sooner.
- 8.7 At any time during the review period, the Agency may require the applicant to provide additional information about the regulated area or regulated activity which is the subject of the application, or the wetlands or watercourses affected by the regulated activity. Requests for additional information shall not stay the time limitations as set forth in Subsection 11.2 of these regulations.
- 8.8 All applications shall be open for public inspection.
- 8.9 Incomplete applications may be denied.