

**Zoning Commission, Zoning Board of Appeals and Planning Commission  
Fee Schedules**

***Zoning Fees***

Zoning Compliance Permit Application - \$ 60.00

Municipal Coastal Site Plan Review - \$410.00  
*[Fee if submitted by itself]*

Municipal Coastal Site Plan Review - \$100.00  
*[Fee when accompanying an Application]*

Sign Application - \$ 45.00

Home Occupation - \$ 45.00

***Zoning Commission Fees – CAM \$100.00 if submitted with Special Permit, Site Development Application***

Special Permit Application – \$410.00 – 2 acres and under  
\$560.00 – over 2 acres  
\$100.00 – fences over 6'

Site Development Plan Application - \$410.00 – 2 acres and under  
\$560.00 – over 2 acres

Special Permit Modification Application - \$160.00

Site Development Plan Modification Application - \$160.00

***Zoning Board of Appeals Fees – CAM \$100.00 if submitted with ZBA application***

Zoning Board of Appeals Application - \$260.00  
- additional check for recording if granted \$ 60.00

Appeal of Zoning Enforcement Officer - \$260.00

***Planning Fees – CAM \$100.00 if submitted with Subdivision application***

Original Division Application - \$185.00

Lot Line Modification - \$185.00

Modification to Subdivision - \$160.00

Subdivision Application - \$360.00 minimum flat fee  
Plus \$50.00 per lot in excess of four (4) lots

Name of Applicant \_\_\_\_\_ Address of Activity \_\_\_\_\_ Permit # \_\_\_\_\_

## **APPLICATION TO CONDUCT A REGULATED ACTIVITY**

### **Fee Schedule for Activities Regulated by the Inland Wetlands and Watercourses Commission**

Check appropriate activity and attach a Check for the amount payable to: Town of Old Lyme.

Please submit three copies of this application and all supporting documentation.

**Please Note: an additional \$60 State "DEP" Fee is required for all applications.**

**ALL APPLICATION FEES ARE DOUBLED for Projects and/or Regulated Activities which have been started without an approved Permit.**

#### **A. Single Residential Lot**

- Preliminary review by Commission without an application - \$25
- Pools, sheds, outbuildings, decks, porches, filling and/or grading - \$75
- House or any structure requiring excavation for a continuous foundation, septic system and driveway/parking within the regulated area - \$100
- Single wetland crossing or filling up to 150 sq.ft. measured from base of fill - \$150
- Any additional wetland crossing or filling in excess of 150 sq.ft. measured from base of fill - Add'l \$150

#### **B. Subdivisions**

- Preliminary review of any subdivision with no activity in the regulated area - \$75
- Review of any subdivision with activity in the wetlands, watercourses and/or the regulated area - \$250
- Single wetland crossing or filling up to and including 500 sq.ft. measured from base of fill - \$500
- Any additional wetland crossing or filling in excess of 500 sq.ft. measured from base of fill - Add'l \$200

#### **C. Commercial/Industrial**

- Review of any commercial or industrial development - \$250
- Single wetland crossing or filling up to and including 500 sq.ft. measured from the base of fill - \$500
- Any additional wetland crossing or filling in excess of 500 sq.ft. measured from base of fill - Add'l \$200

#### **D. Other**

- Modification of Existing Permit (minor) - \$25
- Permit Ownership Transfer Fee - \$25
- Modification of previous approval (minor) - \$25
- Minor Activity IWWC Compliance Certificate - \$75
- Creation of a pond or wetlands - \$200
- Significant Activity Fee - \$375
- Additional Fee for Cost of Technical Review - Actual Cost

#### **Notice to Applicants:**

- ① In the event the proposed activity is not specifically defined in the fee schedule, the ZEO or the Commission will select the nearest equivalent activity and apply the appropriate fee.
- ② In the event the Commission judges that a proposed activity may have significant impact and calls for a public hearing, there will be additional fees for the applicant. (See significant activity fee.)
- ③ The applicant must file an application the day before the scheduled meeting of the Commission held on the 4th Tuesday of every month except November (generally held the Tuesday after Thanksgiving) and December (no meeting).
- ④ The Commission must wait 15 days after the meeting in which the application is received before voting on the application.

**APPLICATION #** \_\_\_\_\_ **Property Owner:** \_\_\_\_\_

Date rec'd by Land Use Depart: \_\_\_\_\_

**Property Address:** \_\_\_\_\_

Date rec'd by Commission: \_\_\_\_\_

1. Name of Applicant \_\_\_\_\_

Home Address \_\_\_\_\_ Home Telephone \_\_\_\_\_

Business Address \_\_\_\_\_ Bus. Telephone \_\_\_\_\_

2. Name of Property Owner \_\_\_\_\_

Home Address \_\_\_\_\_ Home Telephone \_\_\_\_\_

Business Address \_\_\_\_\_ Bus. Telephone \_\_\_\_\_

3. If applicant is other than owner, please state interest in the land \_\_\_\_\_

\_\_\_\_\_

4. Location of Property by Street Address \_\_\_\_\_

Assessor's Map No. \_\_\_\_\_ Lot No. \_\_\_\_\_

5. List the names of all property owners within 100' of the subject property: (use additional sheet if necessary)

Name of Property Owners within 100'

Street Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. State the purpose, proposed use and a summary description of the proposed activity. (Please be specific, use additional sheets if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Activity Location (Map with sufficient detail must be submitted as a part of this application)

Number of acres of wetlands (or portion thereof) on the property \_\_\_\_\_

Total area of inland wetlands to be altered and/or impacted \_\_\_\_\_

Are vernal pools or tidal wetlands located on the property? If so, where and how many acres (or portion thereof) on the property? \_\_\_\_\_

Are inland wetlands and/or watercourses located on adjacent properties? If so, state the name of the property owner and if it is a wetland and/or watercourse. \_\_\_\_\_

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Has a licensed soil scientist flagged the wetlands and/or watercourses on this property? If so, who and when? \_\_\_\_\_

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Nearest Thoroughfare \_\_\_\_\_ Distance from Thoroughfare (in feet) \_\_\_\_\_

Zoning District \_\_\_\_\_

8. Check applicable activities occurring within 0 - 100 feet of wetlands and/or watercourses.

- |   |   |
|---|---|
| <input type="checkbox"/> Removal                        | <input type="checkbox"/> Vegetation Removal     |
| <input type="checkbox"/> Filling                        | <input type="checkbox"/> Vegetation Restoration |
| <input type="checkbox"/> Surface Water Diversion        | <input type="checkbox"/> Paving                 |
| <input type="checkbox"/> Discharge - specify type _____ |   |
| <input type="checkbox"/> Grading - specify amount _____ |   |
| <input type="checkbox"/> Other - specify type _____     |   |

9. Explain in detail the extent of any activity checked above, type of material and equipment to be used to complete project. (Use additional sheets if necessary).

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10. Estimate cost and time for completion \_\_\_\_\_

11. Explain what alternatives have been considered in connection with this application to avoid altering inland wetlands and/or watercourses. \_\_\_\_\_

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12. Identify any other local, State or Federal permits previously issued or pending that will be required for work on this property \_\_\_\_\_

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13. The undersigned applicant warrants the truth of all statements contained herein, and in all supporting documents attached hereto or which may be presented to the Commission in the future, pursuant to this application.

I further understand that the Commission may request additional information in connection with this application and that if the proposed activity is deemed significant by the Commission, an additional filing fee will be required.

**Dated** \_\_\_\_\_

**Signature of Applicant or Agent**

14. The undersigned, as owner of the property, hereby consents to necessary and proper inspections of the above-mentioned property by agents of the Town of Old Lyme and others as may be deemed necessary, at reasonable times, both before and after a final decision has been issued by The Old Lyme Inland Wetlands and Watercourses Commission.

I understand the Old Lyme Inland Wetlands and Watercourses Regulations. I have had an opportunity to review these regulations and understand that these regulations regulate activities conducted on my property. In the event this application is approved and the permit is transferred to another property owner, I understand that it is my responsibility to contact the Inland Wetlands Enforcement Officer and advise the Transferee in writing that an Application for Permit Transfer must be received by the Inland Wetlands and Watercourses Commission in order for the permit issued to remain valid.

**Dated** \_\_\_\_\_

**Signature of Property Owner**

15. The undersigned applicant hereby agrees to fund the municipal administrative costs for reviewing, evaluating and processing the Applicant's application to the Old Lyme Inland Wetlands Commission. The Applicant agrees to pay professional, legal, engineering and planning review expenses incurred by the Commission on an actual and reasonable cost basis. The Applicant shall submit said fee(s) as set forth in the Old Lyme Inland Wetlands Ordinance, as may be revised from time to time, establishing said fees. The Applicant agrees that the Inland Wetlands Commission may at its discretion require that the Applicant maintain on deposit with the Commission a sum of money estimated by the Commission to cover the professional, legal, engineering and planning review expenses to be incurred. This sum may be revised from time to time by the Commission and the Applicant shall deposit such additional sums to cover such fees. The Applicant agrees to deposit said sum(s) with the Commission within fifteen days of the filing and acceptance of such application, or within fifteen days of any Commission revisions as set for above.

**Dated** \_\_\_\_\_

**Signature of Property Owner**