

INLAND WETLANDS
COMMISSION
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TOWN HALL ANNEX
238 Danbury Road
Wilton, Connecticut 06897

INLAND WETLAND PERMIT CONFORMANCE

Congratulations on receiving approval for your proposed activities from the Wilton Inland Wetland Commission. This letter describes the next steps for the permitted work for your project and will help you navigate the Special Conditions which may apply to your permit.

NEXT STEPS:

Bonding: You may be required to post a bond for mitigation plantings and/or soil and erosion control measures. The bond for mitigation plantings is designed to ensure the survival of those plantings for two (2) full growing seasons. You will want to take care of the mitigation plantings to keep them well and thriving. The bond for Sediment and Erosion Control measures is in place to ensure those measures are installed and maintained throughout the project timeframe and until soils on the site are completely stabilized.

Bond Estimate: Please note that before any site work begins, you will need to submit an estimate for the retail cost of the plant material and/or soil and erosion control measures, as well as their installation. You can submit this via email to mike.conklin@wiltonct.org for review and staff approval.

Bond: The bond shall be posted as either cash, check payable to "Town of Wilton" or Letter of Credit by an approved bank. You will also need to submit a completed W-9 form (Oct. 2018 or later) along with the bond payment to the Office of the Department of Environmental Affairs. Letters of Credit will need to be reviewed and approved by staff and Town Counsel. You can place the check & completed W-9 form in the Wetlands drop box located in the Town Hall Annex vestibule.

Mitigation Plantings: Once all the plantings have been installed, you will need to contact the Office of the Department of Environmental Affairs for an initial inspection. Upon completion you will be issued a Field Report instructing you to contact the Office of the Department of Environmental Affairs after two (2) full growing seasons (approximately April through October) to schedule a final inspection and request a release of the bond.

If you sell your home, then you may wish to swap out your bond for a bond posted by the new owner. If we receive a new bond check from a new homeowner then we can release the funds you posted. Many people do this because they will not be able to control the care of the new mitigation plants.

Soil and Erosion Control: If your project involves soil excavation, then there may be soil and erosion control measures required and illustrated on your approved plans. Once you have posted your bond, you may begin installing the soil and erosion control measures for the site work. Please be aware that silt fencing will need to be installed in all areas illustrated on your approved plans. The proper installation of silt fence involves burying the lower portion of the silt fence. Most plan sets have an illustration showing how to

properly install silt fencing. If haybales are required, they should be placed and staked on the back side of the silt fencing, away from the affected area. For information on the proper installation and maintenance of sediment and erosion controls, refer to the CT DEEP 2002 E&S Guidelines.

Once the silt fencing is installed, contact the Department of Environmental Affairs to have an initial inspection completed. If the silt fencing is installed properly you will receive a Field Report noting that site work may begin. Commission staff will conduct routine inspections to ensure the sediment and erosion controls are being maintained. Failure to properly maintain S&E controls shall may result in an enforcement action that may include fines, possible legal action and permit suspension or revocation.

The silt fencing must be maintained for the duration of the project and until the site has been stabilized. In order to have the soil and erosion control measures removed, please contact the Department of Environmental Affairs for a final inspection. If the final inspection will memorialize the site has been stabilized and there is no longer need for the silt fencing, a Field Report will be issued noting that the bond will be scheduled for release.

Site Photographs: You may be required to submit photo documentation of the affected area. You should take wide angle and close up shots to document the conditions of the subject area before work begins. This means that any area proposed to be disturbed should be photographed from various angles in order to give the viewer a full view of said area. Photographs should be cross-referenced on a site plan and submitted to the Department of Environmental Affairs. On the back of each photo please note the address of the property, the corresponding permit number, the date the photo was taken, and a cross-reference code to the site plan.

As-Built Site Plan: Your bond may require a final as-built survey of the property. The information required on the as-built drawing will be noted within the Special Condition section of your permit.

Once completed submit a copy of the as-built survey to the Office of the Department of Environmental Affairs for review. Following staff review and approval, you will be required to submit two (2) signed and certified copies of the survey to the office of the Department of Environmental Affairs, along with a mylar version of the survey. The mylar will be signed by the Director of Land Use Management for the Town. Once the mylar has been signed, you will be required to pick it up from our office and file it on the Land Records at the Town Clerk's office.