Brooklyn Inland Wetlands
Commission
P.O. Box 356
Brooklyn, Connecticut 06234

POLICY STATEMENT REGARDING DEADLINES FOR DOCUMENTS SUBMITTED FOR MEETINGS OF THE BROOKLYN CT INLAND WETLANDS AND WATERCOURSES COMMISSION

EFFECTIVE DATE: SEPTEMBER 8, 2020

It is the policy of the Brooklyn Inland Wetlands and Watercourses Commission to require that electronic and paper versions of all documents for applications, including new applications and revised documents for continued meetings, must be submitted at least six (6) business days prior to the meeting at which the application will be received or continued. The purpose of this policy is to allow time for staff review, engineering review, and for uploading large files to the Town website.

In accordance with Section 7.8 of the Town of Brooklyn Inland Wetlands and Watercourses Regulations, five hard copies of all application materials and one electronic version (pdf) of all application materials shall be submitted to comprise a complete application unless an applicant is otherwise directed, in writing, by the Commission. The electronic version shall be emailed to:

m.washburn@brooklynct.org

The discretion of the Duly Authorized Agent shall be final.