

## **\*Requirements for Coastal Area Management (CAM)\***

### FAQ:

- Am I within the coastal area management jurisdiction?
  - You can find the map that outlines the CAM boundary in the Building Zone Map and CAM jurisdiction map is provided on this webpage.
- Does my project require CAM review by the Zoning Commission?
  - In Article 111, Coastal Zone, 118-1110E lays out exempt uses and structures of CAM review. For single family residences, construction, additions are exemption except if the work consist of 1,000 square feet or more within 100 feet of a coastal resource. Further exemptions are listed in this section.
- Do I need to apply with a “short form” application or a “long form” application?
  - A short form application is for most new single family residences and projects near and around the coast that are smaller in scale. The long form is required for site plan review on larger scale projects that consist of more property development which perhaps may have greater potential affects to coastal resources.

### General requirements for ALL CAM applications:

- Filing fees (debit or credit only) : Residential 1-6 units                 \$160.00  
                                                                         Over 6 dwelling units                 \$260.00  
                                                                         Commercial/Industrial                 \$460.00
- Owner’s permission: if the applicant is not the owner, the signature of the owner(s) of record: a letter of authorization signed by the property owner(s).
- Confirmation of tax status (tax collector’s office Room:105)
- Notification of neighbors: Applicant is required to notify all land owners that abut or directly across the street from the subject parcel no later than 10 days after the application has been submitted to the department. Proof of mailings must be provided to staff before or at scheduled meeting date.

### Short form (located at the bottom of the “long form”)

#### Requirements (4 copies of all documents are required):

- Application filled out completely (typed)
  - Coastal resource map can be found on this webpage.
- Existing conditions map
- Plot Plan certified by CT licensed Land Surveyor (Class A-2 Survey)
- **Environmental report licensed engineer**
- Utility Plan ( existing and proposed: water, drainage, sanitary sewer, electric & gas lines)
  - **Drainage report licensed engineer**; compliance with DPW standards
  - **Erosion/sedimentation controls & schedule**
  - **Drainage plan by licensed engineer**

- **All application materials must be submitted digitally. (by USB drive or emailed to staff)**

Long form requirements (4 copies of all documents required):

- Completion of entire CAM application required (typed)
- Plot plans by CT licensed Land Surveyor (Class A-2 Survey)
- Aerial (most current year available from DPW) (one copy required)
- Existing conditions map
- Proposed construction map
- Grading Plan (existing and proposed contours at 2' intervals)
- Utility Plan ( existing and proposed: water, drainage, sanitary sewer, electric & gas lines)
  - Drainage report licensed engineer; compliance with DPW standards
  - Erosion/sedimentation controls & schedule
  - Drainage plan by licensed engineer
- Landscaping/planting plan (street trees, buffers, screening)
- Easements (utility, sight preservation, conservation, pedestrian)
- R.O.W. width and paved road width
- Sidewalks and curbs(granite, concrete, pavers, asphalt)
- Driveway dimensions: corner radii
- Schedule of project
- Refuse collection areas and description of compliance with the state recycling law.
- Resource inventory & analysis.
- Three-dimensional, architectural block model of proposed building(s) and site, at same scale as site plans, if requested by Commission. For large scale developments, a digital media presentation is required for public hearings, with one printed copy to be submitted for the file, if requested by Commission
- **All application materials must be submitted digitally. (by USB drive or emailed to staff)**

The commission reserves the right to hold a public hearing on any CAM application.

Public Hearing Notice: Any application for which a public hearing is required, the applicant shall notify by certified mail, return receipt requested at least ten (10) days prior to the public hearing, the owners of land that abut or are directly across the street from the subject parcel. The name of the owners shall be taken from the latest Tax Assessor records. When a condominium is located across the street, or abuts the subject proposal notification may be sent to the condominium association in lieu of the individual unit owners. Evidence of certified mailings shall be submitted by the applicant on or before the public hearing date.

**The following may be done after initial application has been submitted to the P&Z office for all CAM applications:**

Contact all applicable CEAC Departments including but not limited to the following for their review:

- Building Department (Code Enforcement) – Bill Ireland [wireland@norwalkct.org](mailto:wireland@norwalkct.org) or 203-854-7755
- DPW – [DPWPermits@norwalkct.org](mailto:DPWPermits@norwalkct.org)
- WPCA – Ralph Kolb [rkolb@norwalkct.org](mailto:rkolb@norwalkct.org) and Chris Cavaliere [ccavaliere@norwalkct.org](mailto:ccavaliere@norwalkct.org)
- Fire Marshal – Broderick Sawyer [bsawyer@norwalkct.org](mailto:bsawyer@norwalkct.org) (**fire sign-off not required for single family homes**)
- Conservation Department – Alexis Cherichetti [acherichetti@norwalkct.org](mailto:acherichetti@norwalkct.org)
- Health Department – Tom Closter [tcloster@norwalkct.org](mailto:tcloster@norwalkct.org)
- Utilities:
  - SNEW Water – Justin Andriopoulous [jandriopoulos@snew.org](mailto:jandriopoulos@snew.org)
  - SNEW Electric – Scott Murphy [smurphy@snew.org](mailto:smurphy@snew.org)
  - Eversource Electric – [Lorenzo.diurno@eversource.com](mailto:Lorenzo.diurno@eversource.com)
  - Frontier – John Main [john.r.main@ftr.com](mailto:john.r.main@ftr.com)
  - First Taxing District Water – [info@firstdistrictwater.org](mailto:info@firstdistrictwater.org) or 203-847-7387
  - Third Taxing District Electric – Kevin Barber, General Manager 203-866-9271