

Land Use

In Washington, Connecticut

Regulations, Agencies & Commissions
October 2004



TOWN OF WASHINGTON
BRYAN MEMORIAL TOWN HALL
POST OFFICE BOX 383
WASHINGTON DEPOT, CT 06794

October 2004

Welcome to Washington, Connecticut

Incorporated in January 1779, Washington, Connecticut celebrates its 225th Anniversary as a Town in 2004. The area was first inhabited some 10,000 years ago by Paleo Indians, followed by other Indian tribes who camped, lived and traveled through this area.

Today, the Town of Washington covers 38.7 square miles with five community centers: Marbledale, New Preston, Washington, Washington Depot and Woodville. It is a quintessential New England town. Washington has a permanent resident population of approximately 4,200 which swells to over 5,000 during the summer months. We are governed by Town Meeting and managed by a Board of Selectmen and numerous volunteer Commissions.

We are indeed fortunate to live in such a beautiful rural area and must take great care to preserve its beauty and valuable natural resources. As stewards of the Town, we need to be mindful of the integrity and rural character of the New England landscape. We wish to balance the Town's development with the conservation of natural resources, the protection of historic areas and buildings, the continuation of agriculture, and the preservation of open space and woodlands. We must view this stewardship as a community responsibility for the preservation of our quality of life and that of generations to come.

This brochure will introduce you to our land use policies. The commissions and regulations have been put in place to protect and preserve Washington's rural character, while providing for "thoughtful, well-planned residential and commercial development that will ensure an economically viable and diverse community."

It is important that you understand the seriousness with which we regard our land use regulations. Please, before you alter or build upon your property or house, check with the Land Use Coordinator, (860) 868-0844, for permit and compliance requirements.

Although they may seem daunting at first, the regulations of Washington are well thought out and put in place by your fellow citizens for the protection of you, your neighbors, and all of us.

We invite you to participate wholeheartedly in the stewardship of this very special community.

Sincerely,

The Land Use Commissions
Town of Washington

P.S. Visit our Town website www.WashingtonCT.org for land use regulations, information and forms.

INTRODUCTION

The Town of Washington's Land Use Commissions are made up of volunteers, elected or appointed, from within our community. They are knowledgeable individuals who care deeply about preserving the rural, small-town character of Washington and protecting our natural resources. As volunteers, they rely heavily upon the support of the Land Use Office staff and the cooperation of the public.

The Land Use offices are located in the lower level of Bryan Memorial Town Hall, Washington Depot. Office hours are 9:00 a.m. to 4:00 p.m. except for holidays and vacations. Although the offices are open all day, many of the staff are part-time employees or have job responsibilities that require they spend part of their day out in the field. To save time and wasted visits, or to find out if the person you wish to speak to is in, please phone ahead to schedule an appointment.

Most Land Use Commissions file information according to street address. When requesting information about a particular property, please provide the number and street address.

For easy access to Land Use information, regulations, forms, and meeting schedules, visit the Town website. Some Land Use applications are currently available online, with efforts underway to add more.

Commissions' phone numbers and meeting schedules are listed throughout this booklet.

Land Use Info, Regs & Forms
www.WashingtonCT.org



Photo Courtesy of Harold "Honey" Stoeffler

INLAND WETLANDS COMMISSION TOWN OF WASHINGTON

Washington's rich aquatic resources – the Shepaug and Bantam Rivers, Lake Waramaug, numerous streams, ponds, red-maple swamps, fens and vernal pools – and their surrounding uplands are a fragile and interrelated web of nature, essential to the health, economy, and beauty of our Town. These are treasures that are reliant upon the wisdom and restraint of our Town's citizenry and its land use agencies for their protection and preservation.

The Inland Wetlands Commission is the Town's only land use agency that is mandated and empowered by the State of Connecticut to enforce the Inland Wetlands Act (sections 22a-36 and 22a-45 inclusive) of the Connecticut General Statutes as amended. Commission members, appointed by the Board of Selectmen, serve terms of three years during which they participate in ongoing training and educational programs intended to aid in the understanding and execution of their duties.

Permits and Exemptions

Landowners, contractors and land use professionals are warned to familiarize themselves with the ***Inland Wetlands and Watercourses Regulations: Town of Washington (IWWR)*** regarding activity in and around our wetlands and watercourses and to secure the proper permits and approvals before commencing any regulated activity.

Regulated activities (see section 5, IWWR) include but are not limited to: polluting, clearing, logging, removal of vegetated understory or stream cover, grubbing, grading, paving, excavating, filling, constructing, installing or repairing septic systems, depositing or removing material, diverting or obstructing water flow and discharging storm water within 100 feet of a wetland or watercourse. **Also subject to review and regulation are activities to be undertaken in upland areas which have a potential for affecting a wetland or watercourse.**

Permitted as-of-right and non-regulated uses (see section 4, IWWR) in and around our watercourses and wetlands are very limited and narrow in scope. Therefore it is prudent, and often necessary, to obtain a declaration of exemption from the commission or its duly authorized agent, prior to conducting any such activity. Some permitted as-of-right and non-regulated uses include certain farming and agricultural activities, boat mooring or anchorage, uses incidental to the enjoyment and maintenance of residential property, conservation activities and outdoor recreational use.

Permitting Process

Permit Applications and Applications for Exemption are available in the Land Use Office and may be submitted to the Commission up to the day of their scheduled meeting. To avoid delay, or possible denial, please be sure to complete both the Town Application and the (green) DEP Activity Reporting Form and include the appropriate fees (See Fee

Schedule, Section 20, IWWR). Agents representing the landowner must have a letter of authorization from the owner. Note: A "live" (in ink) signature is required on the application and on any agent authorization letters. The commission must allow a waiting period of 14 days (from the official date of receipt) before acting on a Permit Application. Exemptions do not require a waiting period. Generally the permitting process is completed within 65 days, however, complex projects, review by experts and public hearings, if necessary, may require more time.

Ignorance of the Watercourses and Wetlands Regulations is No Excuse!

The Inland Wetlands Commission regards all violations of its regulations as serious and has several avenues of redress available to it in dealing with such cases. Violators – both the landowner and his agent(s) – are subject to enforcement actions and orders, Town citations and fines, remedial and restoration orders, as well as Superior Court injunctions and fines.

Please, help us protect and preserve our Town's and our State's precious water resources by understanding and upholding The Inland Wetland and Watercourses Regulations.

Meeting Dates: The Commission generally meets on the second and fourth Wednesday of each month, at 7:00 p.m., in the Land Use Room of Bryan Memorial Town Hall.

Office: Located on the lower level of Bryan Memorial Town Hall

Office Hours: 9:00 a.m. - 4:00 p.m.

Enforcement Officer available by appointment, call the Land Use Office to schedule.

Telephone: 860-868-0423

Fax: 860-868-2819 Fax machine is shared by several offices, please address your document clearly.

Address:
Inland Wetlands Commission
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794



Land Use Info, Regs & Forms
www.WashingtonCT.org

PLANNING COMMISSION

The duties of the Washington Planning Commission are established by state statutes. Four major responsibilities fall under its jurisdiction:

Plan of Conservation and Development

At least once every ten years the Commission must prepare or amend, and must adopt a plan of conservation and development for Washington. Included in this plan must be a statement of policies, goals, and standards for the physical and economic development of the Town; recommendations for the most desirable use of the land for residential, recreational, commercial, industrial, and conservation purposes; recommendations for the most desirable density of population in various sections of Town; provisions for the development of housing opportunities consistent with soil types, terrain, and infrastructure capabilities; and promotion of housing choice and economic diversity in housing in Town. The current Plan of Conservation and Development was adopted in 2003.

Review of Municipal Improvements

No Town agency may 1) locate, accept, abandon, widen, narrow or extend any street, bridge, parkway, or other public way; 2) locate, relocate, substantially improve, acquire land for, abandon, sell or lease any park, playground, school or other municipally owned property or public building; 3) locate or extend any public housing, development, redevelopment, or urban renewal project; or 4) locate or extend public utilities and terminals for water, sewage, light, power, transit, and other purposes until the proposal to take such action has been referred to the Planning Commission for a report. If the Commission disapproves the proposal, it requires a majority vote of a Town Meeting for approval.

Subdivision and Resubdivision of Land

Subdivision of land must be approved by the Planning Commission. "Subdivision" means the division of a tract of land into three or more parts or lots made subsequent to the adoption of the Subdivision Regulations for the purpose, whether immediate or future, of sale or building development, but excludes development for municipal, agricultural, or conservation purposes. While the Planning Commission itself has no enforcement authority, any person or corporation making any subdivision of land without approval of the Commission shall be fined not more than \$500 for each lot so subdivided.

Subdivision/Resubdivision Application forms are available in the Land Use Office, online at www.WashingtonCT.org/forms.html, or can be mailed or faxed upon request. Standards for subdivisions, such as mapping and open space requirements, are detailed in the **Washington Subdivision Regulations**, available in the Land Use Office for a \$10 fee or online as a free PDF download at www.WashingtonCT.org. **Important:** Approval by Inland Wetlands Commission, when applicable, and by the Washington Health Department must be obtained and all provisions of the Subdivision Regulations met prior to subdivision approval by the Commission.

Designation of Scenic Roads

Under the Scenic Road Ordinance the Commission may accept letters of application for the designation of scenic roads. Designation is based on specific criteria such as: The Road:

- Is not paved,
- Is bordered by mature trees and stone walls,
- Has a traveled portion no wider than 20 feet,
- Offers scenic views, etc.

Application for Scenic Road designation must be made by letter to the Planning Commission as specified in the **Town of Washington Scenic Road Ordinance**. Scenic Road Designation information and application packets are available in the Land Use Office. There is a \$150. fee due with the application.

Meeting Dates:

Generally, the first Tuesday of each month, except in November when it meets on the first Wednesday.

Time: 7:30 PM.

See the Town Calendar at www.washingtonct.org for possible schedule changes.

Office: Lower level of Bryan Memorial Town Hall

Hours: 9:00 AM - 4:00 PM

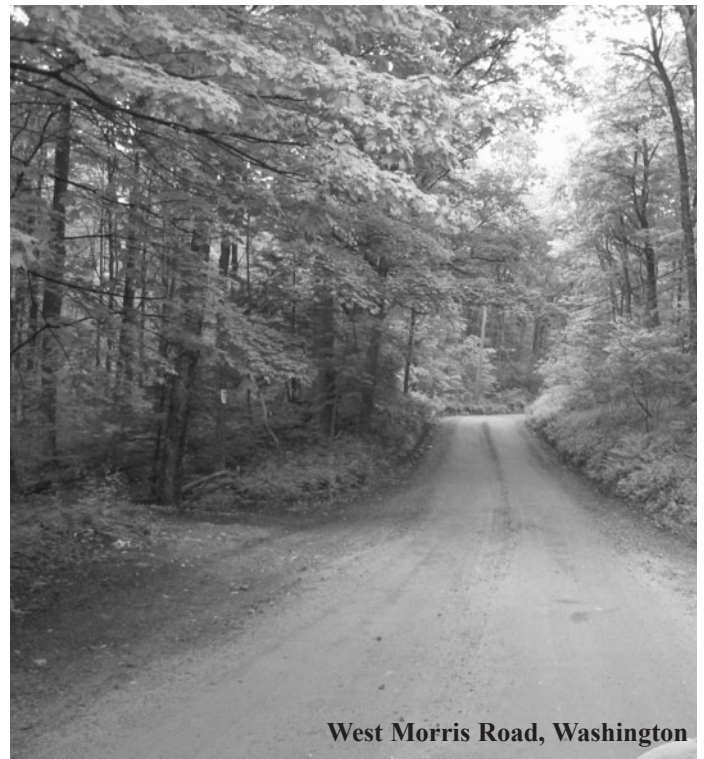
Telephone: 860-868-0844

Fax: 860-868-2819

Note that several departments share this fax line, so be sure to address your document clearly.

Address:

Planning Commission
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794



West Morris Road, Washington

Land Use Info, Regs & Forms
www.WashingtonCT.org

ZONING COMMISSION

Washington has adopted and effectively implemented soil-based zoning to manage and guide development in the community. This type of zoning determines the density at which new development may occur based on the characteristics of soil types found on a given development site. Soil-based zoning helps to ensure that impacts from new development do not exceed the capacity of the land to absorb them. In the Fall of 2000, Washington received an award from the Connecticut Chapter of the American Planning Association for recent enhancements to its zoning regulations, which encouraged residential development patterns more responsive to environmental land use considerations.

Washington contains three zoning districts for residential development. The Farming and Residential district comprises 23,888 acres or 97 percent of the total land area. The Lake Waramaug Residential district is the next largest residential zone at 565 acres. The Washington Green district is a special residential district comprising 10.2 acres.

Commercial development is permitted in the Marbledale, New Preston, Washington Depot, and Woodville business districts. These occupy 264 acres or 1 percent of the total land area of Washington.

The following is an overview of the types of activities and uses that require a Zoning Permit. You may view or download a complete copy of the Town's Zoning Regulations in PDF format or as a Word document online at: www.WashingtonCT.org.

Permits Are Required For:

- New buildings, structures and accessory structures. Note: All accessory structures including plastic and canvas hoop storage "buildings" require a permit and must meet the zoning setbacks for the districts in which they are located, as well as any Inland Wetlands requirements that may be applicable. State of Connecticut Building Code requirements must also be met.
- Driveways and parking areas
- Tennis and other sports courts
- Swimming pools
- Generators, swimming pool filters, air conditioners and noise generating equipment
- Fences and walls - Note: Fences and walls over 8 feet tall must meet the setback requirements for buildings.
- Signs
- Patios and decks
- Docks
- Free standing antennae and satellite dishes
- Repairs and remodeling of any building or structure that will change its use, location, or any dimension including height.
- Proposed uses of existing and proposed buildings and properties, such as commercial uses in the commercial districts, home occupations, conversion of attic space, basement space or storage area over a garage to living area,

shop and storage use by contractors and building tradesmen, day care operations, bed and breakfast establishments, and accessory apartments.

- "First cut" or lot line revision requires a zoning permit, see Section 11 of the Zoning Regulations for details.
- Tag sales - A tag sale permit is easy to obtain and costs only \$5. Only two tag sales per year are permitted per residential property.

Animals

Most of Washington is in the R-1, Farming-Residential District and animals and livestock (with certain limitations for poultry and pigs) are permitted. Although Washington has no limit on the number of animals permitted per acre, common sense should dictate how many animals may be properly cared for on a property. Manure may not be stored within 250 feet of the nearest neighboring dwelling, within 300 feet of a watercourse, or on sloping land, which may drain into another property or into a wetland or watercourse. The Health Department has the authority to intervene in the event of a health hazard.

Setbacks

The setbacks for a frontage lot are: front yard 50 ft. (from the boundary line, not the edge of the road), side and rear yards 25 ft. Setbacks for interior lots are: front yard 75 ft. (from the boundary line, not the edge of the road), side and rear yards 50 ft.

Types of Zoning Permits

There are two kinds of Zoning permits: those permitted by right and Special Permits. The Zoning Enforcement Officer is authorized to approve most of the applications for structures and uses in the residential districts. Uses permitted by Special Permit may only be approved by the Zoning Commission and require a public hearing. Before the public hearing can proceed, the applicant must supply evidence of certified mail notification of the owners of record (in the Assessor's office) of all properties within 200 feet of the subject property's boundaries as to the nature of the request and date of the hearing.

Appeals

Apply to the **Zoning Board of Appeals** to appeal a decision or order of the **Zoning Enforcement Officer**, or in the case of a hardship, to request a variance from **Zoning Regulations**.

Meetings are generally held on the fourth Monday of each month at 7:30 PM in the Land Use Meeting Room on the lower level of Bryan Memorial Town Hall.

Office: Lower level of Bryan Memorial Town Hall

Hours: 9:00 AM - 4:00 PM

Telephone: 860-868-0844

Fax: 860- 868-2819 Note that several departments share this fax line, so be sure to address your document clearly.

Address:

Zoning Commission
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794

ZONING BOARD OF APPEALS

Of Washington's many charms, a small-town sense of community and rural character are among its most prized. Our Zoning Regulations have been carefully crafted to preserve and protect these charms. Yet a request for a variance, in effect, asks that those rules be broken. Would you still love the looks and nature of this Town if everyone could break the zoning rules? Probably not. So carefully consider whether yours is, in fact, a hardship and not just a personal desire.

The Zoning Board of Appeals is empowered under the Connecticut General Statutes, Section 8-6

This section of the statute may be viewed on the Zoning Board of Appeals page at www.WashingtonCT.org.

Under its authority, the ZBA conducts hearings appealing a decision or order of the Zoning Enforcement Officer and/or to consider requests for variances due to hardship.

Proof of Hardship

A variance constitutes permission to act in a manner that is otherwise prohibited under the Zoning Regulations of the Town. Therefore, an applicant must show, because of some peculiar characteristic of the property, the strict application of the Zoning Regulations produces an "exceptional difficulty or unusual hardship." Because a variance is granted for a property and holds for all subsequent owners, hardship is a term that applies to the conditions of the property – not of the owner. It is not a matter of personal circumstance or preference. Furthermore, the hardship must differ from the general conditions that affect other properties in the same area, and it must arise from circumstances beyond the control of the applicant.

What the ZBA Must Consider

The following circumstances are among the facts the ZBA must typically consider when deciding whether to issue a variance. Although other factors may also be important to a particular application, an applicant should be prepared to discuss these issues:

- Does the applicant have reasonable use of the property without the variance?
- Do extraordinary physical conditions peculiar to and inherent in the subject property amount to more than a mere inconvenience to the owner, and do those conditions arise out of the lot rather than the personal situation of the current owner of the lot?
- Would adhering to the Zoning Regulations deprive

the applicant of substantial rights commonly enjoyed by owners of other lots subject to the same provision?

- Will granting a variance result in a use or development of the subject property that would not be in harmony with the general and specific purposes of the applicable Zoning Regulations?
- Will the results of the variance be in harmony with the Zoning Regulations' general purpose and intent and with due consideration of conserving the public health, safety, convenience, welfare and property values.

Meeting Dates: Generally, the third Thursday of each month at 7:30 PM. See the Town Calendar for possible schedule changes.

Telephone: 860-868-0423

Fax: 860-868-2819

Note that several departments share this fax line, so be sure to address your document clearly.

Address:

Zoning Board of Appeals
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794

How to Present Your Application

Be sure that your application is complete.

Before the public hearing on the application can proceed, the applicant must supply evidence of certified mail notification of the owners of record of all properties within 200 feet of the subject property's boundaries as to the nature of the request and date of the hearing. Owners of record are available in the Assessor's Record at Town Hall.

The applicant or his/her designated agent or attorney MUST attend the hearing. The ZBA, in its discretion, may deny any application without prejudice for failure to comply with any of the foregoing guidelines and procedures.

Be prepared to explain why the unusual characteristics of your property make it more difficult for you to use your property in compliance with the Zoning Regulations than it is for other owners of property in the same district.

Remember that financial constraints, health problems or any self-created hardship cannot justify a variance.

The inclusion of photographs to depict existing conditions is appreciated. All documents presented at the hearing will be taken as evidence in the application file and will not be returned.

Land Use Info, Regs & Forms
www.WashingtonCT.org

BUILDING & LAND USE PERMIT MATRIX

This Building & Land Use Permit Matrix is designed as a quick reference guide to many of the building and land use activities requiring permits and/or approvals in the Town of Washington. **It does not cover every possible activity or situation and is not intended as a substitute for knowing and understanding town land use regulations.** Questions regarding land use should be addressed to the Land Use Coordinator, who can advise you on the proper procedure to follow. Visit the Town website at www.WashingtonCT.org for land use regulations, information and forms.

Many activities require permits and approvals from more than one land use agency or official. This may seem overwhelming at first, however, once the process is started, you'll find the Land Use Coordinator and office staff very helpful and willing to assist you through the process.

Permit applications should be submitted to the Commissions and Departments in the following order:

1. Any activity including filling, cutting trees, removing understory vegetation and/or excavating in or within 100 feet of any wetland (defined by soil type) or watercourse, consult the **Inland Wetlands Commission**.
2. To subdivide land into three lots or more, apply to the **Planning Commission**. (If property division is a "first cut," the **Zoning Commission** has jurisdiction.)
3. For a "first cut," dividing the property into two parcels, or a lot line revision apply to the **Zoning Commission**.
4. If the proposal will take place on the Washington Green, Sunny Ridge Road or Calhoun/Ives Historical Districts, apply to the **Historic District Commission**.
5. To build any structure including a fence, stone wall or swimming pool, or to change the use of a building or parcel of land, or for a demolition permit, apply to the **Zoning Commission**.
6. Applications for septic systems, wells, and food service permits should be made to the **Health Department**. The **Health Department** must sign off on all Zoning Permit applications.
7. To appeal a decision or order of the **Zoning Enforcement Officer**, or to request a variance from **Zoning Regulations**, apply to the **Zoning Board of Appeals**.
8. When all of the necessary approvals are received, you may apply to the **Building Department** for your Building Permit. Note: Building applications must include a document from the Tax Collector's office, indicating that all taxes on the subject property have been paid in full, and a completed form (available from the Building Inspector) indicating that the applicants and/or his agent will only hire or contract with individuals covered by Workman's Compensation for the permitted activities. When issued, the Building Permit will include a list of inspection requirements and how to implement them.
9. Driveway Permits are handled by the **Selectmen's Office**. You may obtain a copy of the Driveway Ordinance from that office.
10. Blasting and/or use of explosives must be done by a contractor licensed by the State of Connecticut, and a permit must also be obtained from the **Town of Washington Fire Marshal**.
11. Logging operations are permitted through the Selectmen's Office.

Land clearing and tree removal may require special handling and approvals for disposal of stumps and woody debris. You may not bury stumps or other clearing debris in the Town of Washington. Contact the **Health Department** for information regarding these activities.



Land Use Info, Regs & Forms
www.WashingtonCT.org

LAND USE PERMIT MATRIX

Approvals/Permits Required (read across)

LEGEND



Permit/approval required



May require permit/approval, check with agency.



Permit/approval not required

Activity (Read Down)

	Land Use Coordinator	Zoning Commission	Zoning Board of Appeals	Zoning Enforcement Officer	Inland Wetlands Commission	Historic District Commission	Building Department	Health Department	Selectman's Office	Worker's Comp. Document	State of Connecticut DOT	Washington Fire Marshal	Open Burning Officer
Building a new house, barn, garage, gazebo, poolhouse, shed, accessory building	✓	?	?	✓	?	?	✓	✓		✓			
Building or renovating an above-ground or inground pool	✓	?	?	✓		?	✓	✓		✓			
Installing bay window(s)	✓	?	?	✓		?	✓			✓			
Installing a new driveway exiting onto a Town road	✓	?		✓	?	?			✓	✓			
Installing a new driveway exiting onto a State road	✓	?		✓	?	?			✓	✓	✓		
Installing an air conditioner or electric generator (not portable)	✓	?	?	✓	?	?	✓			✓			
New fence installation (all types, wood, stone, wire, etc.)	✓	?	?	✓	?	?	✓	✓		✓			
Exterior renovation of a house or accessory building	✓	?	?	?	?	?	✓			✓			
Changes in size or number of rooms, or changes in unfinished areas	✓	✓		✓		?	✓	✓		✓			
Replacement of siding, roofing, or windows						?	✓			✓			
Erecting portable sheds, garages, on blocks	✓	✓	?	✓	?	?	✓	✓		✓			
Aluminum frame enclosures w/plastic or fabric covering	✓	?	?	✓	?	?	✓	✓		✓			
Resurfacing or paving a driveway (no change in dimension or drainage)	✓	?			?	?				✓			
Additions, deletions, or changes in a plumbing system							✓	✓		✓			
Additions, deletions, or changes in an electrical system							✓			✓			
Exact replacement of existing fencing	✓				?	?	✓			✓			
Drilling a new water well, redrilling an existing well, or relocating a well	✓				?			✓		✓			
Installing a new septic system or replacing/renovating existing septic system	✓				?			✓		✓			
Converting an attic, deck, or porch to living space	✓	?	?	✓	?	?	✓	✓		✓			
Blasting or use of explosives					?					✓		✓	
Building demolition or removal	✓	✓	?	✓	?		✓	✓		✓			
All property line revisions	✓	✓		✓				✓					
Activities taking place in a historic zone						✓				✓			
Activities in or within 100' of a wetland or watercourse					✓					✓			
Activity in upland area with potential impact on wetland or watercourse					✓					✓			
Clearing brush or understory within 100' of wetland or watercourse					✓					✓			
Logging					?				✓	✓			
Culvert/bridge crossing - new or repair	✓	?	?		✓					✓			
Brush burning										✓			✓

CONSERVATION COMMISSION

The Conservation Commission (CT General Statutes Chapter 97 Section 7-131a) is an advisory Commission made up of 5 commissioners and 3 alternates appointed by the First Selectman.

The purpose of the Conservation Commission is to work with the Town's land use commissions to implement the Town Plan of Conservation and Development, the Natural Resource Inventory Report and Recommendations, and the Open Space Steering Committee Report. In addition to the conservation of the Town's natural resources, the Commission may acquire land and easements.

The Conservation Commission's current activities include the Shepaug Greenway, the monitoring of Town land and conservation easements, the Natural Resource Inventory, an open space inventory, and the management of invasive species.

Open Space Committee

The Open Space Committee of the Conservation Commission was recently formed to implement the conservation goals of preserving rural character and the open space plan of Section 3 of the **2003 Town Plan of Conservation and Development**. The committee, which meets the 3rd

Wednesday of the month at 5:00 p.m. in the Land Use Room, will educate the public about existing, permanently protected open space, PL490 land (temporarily, but not permanently protected), the recommendations of the **Natural Resource Inventory Report and Recommendations** (2000), the Open Space Steering Committee Report (2002), and the Open Space Plan (June 2003), and seek input from the community as to future open space preservation and conservation priorities. The character of the Town of Washington is enhanced by land set aside for natural resource protection, open space preservation, active recreation, historic districts, village center improvements, graveyards and housing diversity. The long-term land use goal is to balance conservation/preservation objectives with development for the most desirable use of land in the Town of Washington.

Meeting Dates:

First Wednesday each month at 5:00 p.m. in the Land Use Meeting Room, lower level, Bryan Memorial Town Hall.

Telephone: 860-868-0423

Fax: 860-868-2819 Fax machine is shared by several offices, please address your document clearly.

Address:

Conservation Commission
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794

HISTORIC DISTRICT COMMISSION

It is said of Washington that ours is one of the most unspoiled, most attractive towns in Connecticut.

The Historic District Commission's primary mandate is to protect and preserve the significant historic and architectural elements that contribute to the visual character of the Town's three Historic Districts: **Washington Green, Sunny Ridge, and Calhoun Street - Ives Road**, and further to educate the public to the awareness of our Town's Historic Districts as an unparalleled resource for the study of local history.

The Washington Historic District Commission was created in 1976. The Historic Districts were established by vote of the property owners for the purposes of preserving, for the benefit of the community as a whole, the distinct characteristics of buildings and places associated with the history, or indicative, of a period or style of architecture.

A permit, called a **Certificate of Appropriateness**, is required for construction of new buildings or structures, or remodeling or alterations of exterior features of buildings and structures, which may be viewed from a public street, way, or place. This includes but is not limited to: roads, driveways, parking areas, curbs, sidewalks, fences, walls, dams, bridges, docks, outdoor fireplaces, tennis courts, utility structures, gazebos, swimming pools, lamp posts, monuments, statuary, signs, bill posters, primary buildings, accessory buildings, and any other feature of the built environment.

A public hearing will be held on each application.

Certificates of Appropriateness are required whether or not the proposed activity requires a building permit or demolition permit. If such permits are required, state statute prohibits issuance until a **Certificate of Appropriateness** has been issued.

State statute (CGS # 7.147) further empowers the municipal Historic District Commission to enforce its regulations through court proceedings.

A permit is not required for repairs or replacement in kind, but a letter to the Historic Commission would be appreciated so that the office is aware of the scope of the ongoing work.

Applications are available at the Town Clerk's Office or on line at www.WashingtonCT.org/forms.html

Meeting Dates: Generally, the third Monday of each month at 7:30 PM. See the Town Calendar at www.WashingtonCT.org for possible schedule changes.

Office: Lower level of Bryan Memorial Town Hall

Telephone: 860-868-0844

Fax: 860-868-2819
Note that several departments share this fax line, so be sure to address your document clearly.

Address:

Historic District Commission
Town of Washington
2 Bryan Plaza
P.O. Box 383
Washington Depot, CT 06794

WASHINGTON ENVIRONMENTAL COUNCIL

The Washington Environmental Council is a non-profit organization dedicated to providing leadership in maintaining, protecting and enhancing the environmental quality of the Town of Washington. The council's activities are carried out by its board of directors and a cadre of volunteers drawn from its membership. Membership in the council is open to anyone. - WEC Mission Statement

The Washington Environment Council, Inc. was incorporated in 1972. The Council funds its activities through contributions made by its members and the public. Members elect the volunteer directors at the annual meeting held in May or June.

Over the years, WEC has grown to be an environmental resource, educator, innovator, communicator, and financial supporter for the Town of Washington. WEC investigates both local and regional environmental issues, such as river and stream quality, as well as large engineering projects, such as the Semptra power plant, that threaten our environmental resources.

The Council's ongoing programs include sponsorship and staffing of Household Hazardous Waste Collection Day and Washington's Annual Earth Day Celebration.

WEC supports environmental programs at the Washington Primary School, environmental-oriented teacher enrichment, and has established two environmental scholarships for middle and high school students.

A biannual newsletter is sent to all Washingtonians, and in honor of its founder, WEC sponsors the Michael Harwood Memorial Environmental Lecture Series, which provides excellent speakers to the public, free of charge.

Meeting Dates:

1st Monday of each month in the Steep Rock Office, Old Firehouse

Address:

WEC
PO Box 283
Washington Depot, CT 06794

For further information, call the Town Clerk at 860-868-2786.

AREA LAND TRUSTS

Steep Rock Association

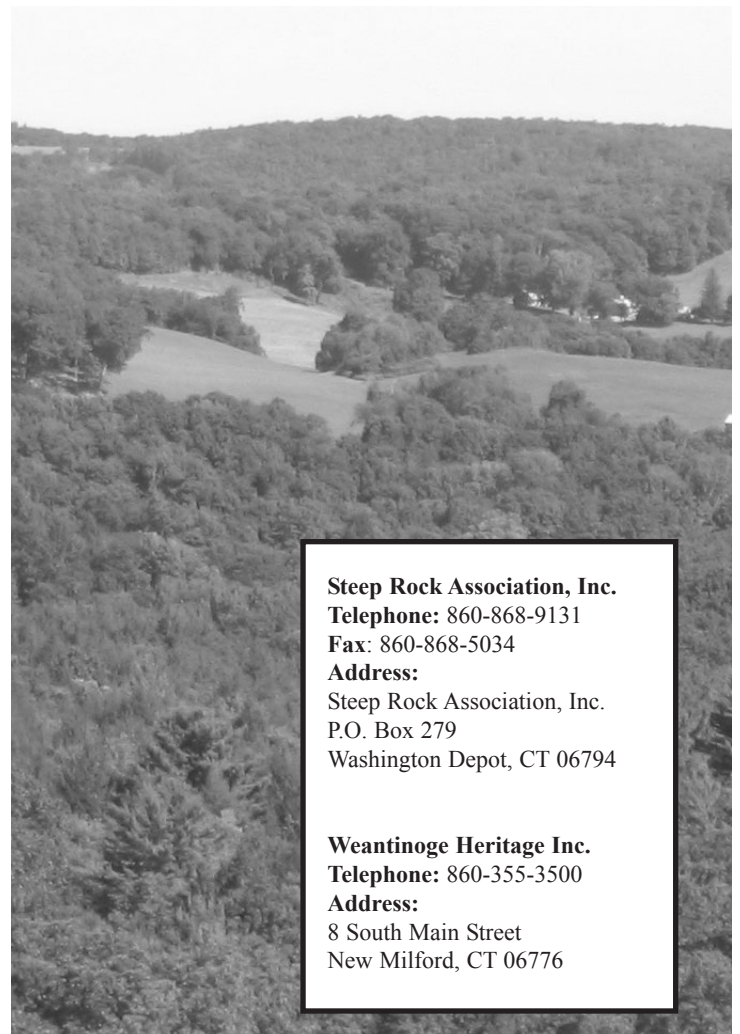
The Steep Rock Association, founded in 1925, is one of the oldest Land Trusts in Connecticut. It seeks to protect the rural character of Washington and to sustain a healthy environment through the conservation of open land, farmland, forest, wetlands and waterways. Its reservations afford passive recreation and quiet contemplation of northwest Connecticut's natural beauty.

Today Steep Rock comprises more than 2,326 acres of land in reservations, as well as over 1,377 acres held as conservation easements. It is a member-supported, nonprofit organization.

You may visit them online at www.steeprockassoc.org.

Weantinoge Heritage

Headquartered in New Milford, CT, Weantinoge Heritage has been protecting the rural landscapes of northwestern Connecticut since 1965. A member-supported, nonprofit land trust, Weantinoge Heritage currently preserves in perpetuity over 5,700 acres in 14 towns.



Steep Rock Association, Inc.

Telephone: 860-868-9131

Fax: 860-868-5034

Address:

Steep Rock Association, Inc.
P.O. Box 279
Washington Depot, CT 06794

Weantinoge Heritage Inc.

Telephone: 860-355-3500

Address:

8 South Main Street
New Milford, CT 06776

LAKE WARAMAUG AGENCIES

The Town of Washington and its residents are fortunate to have several Agencies dedicated to protecting, preserving and improving our beautiful Lake Waramaug.

THE LAKE WARAMAUG TASK FORCE

The mission of the Lake Waramaug Task Force is to provide leadership in improving and protecting the lake's water quality and clarity and the integrity of its watershed.

The Task Force achieves this by:

- Conducting on-going research and monitoring of the lake and its tributary streams under the guidance of leading lake scientists;
- Supporting the operation and monitoring of our unique lake water circulation and layer aeration restoration systems;
- Planning and design of lake restoration improvements;
- Restoring natural balance of the lake's ecosystem by improving habitat for cold water fish and beneficial zooplankton;
- Preventing invasive species from entering the lake under a comprehensive inspection, monitoring and education program;
- Educating landowners, businesses, recreational users and the general public on lake restoration issues and Task Force Programs;
- Supporting protection of open space, shoreline vegetation and wise land use on the lakefront and in the watershed;
- Working with lake groups, local officials, land use boards, and local, regional and state organizations.

The Task Force is a nonprofit organization supported by donations from the public and maintains an office at 19 Sackett Hill Road, Warren, CT 06754. The Executive Director, Thomas A. J. McGowan, can be reached at 860-868-0331. It welcomes questions about land use activities on properties at the Lake and within the watershed.

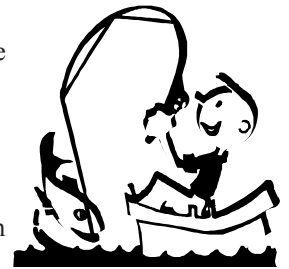
THE LAKE WARAMAUG ASSOCIATION

The Lake Waramaug Association was organized in 1916 for the purpose of promoting the safety, health and enjoyment of Lake Waramaug. The special qualities of Lake Waramaug have resulted in its designation as Connecticut's first Heritage Lake, recognizing that it is a "great environmental asset of statewide importance." The role of the Association is to protect and preserve that asset. Over the years, the Association has advanced the interests of its members by such activities as promoting safety in watercraft operation, the establishment and enforcement of zoning regulations, improvement in road conditions and dealing with other problems in the lake area.

Lake Waramaug remains the only major lake in Connecticut free of invasive weeds such as Eurasian Milfoil which, once in a lake, spread rapidly and form a dense mat which can completely obstruct areas out to 25 feet in depth. The Association was instrumental in the establishment of a

WASHINGTON PARKS AND RECREATION MARINE INSPECTIONS

Washington Town Ordinance calls for the inspection of all boats and marine craft entering Lake Waramaug at the Washington Town Boat Launch in New Preston. The monitoring service, provided by Washington Parks and Recreation, is a vital tool in helping to prevent the introduction of eurasian milfoil, zebra mussels, and other destructive invasive species, and to ensure water quality for all of us.



Please do your part to keep Lake Waramaug safe, clean, and enjoyable for all.

mandatory preventative boat inspection procedure at the Washington Boat Ramp operated by the Parks and Recreation Commission. The Association has been a leader in the opposition to the construction of a major motorboat launch at the State Park as unsafe and inappropriate, both as an environmental matter and in terms of the balanced recreational use of the lake.

Membership in the Association by all residents of the Town is encouraged. Membership meetings are held in June and September. For additional information, call Paul Frank, President, at 868-7732. The Association's mailing address is P.O. Box 2272, New Preston, CT 06777.

THE LAKE WARAMAUG AUTHORITY

The Lake Waramaug Authority, which was established pursuant to state law by ordinances adopted by the Towns of Washington, Warren and Kent in 1981, consists of three representatives from each town. The Authority has responsibility for the regulation of boating and other activities on the lake. During the summer months, its marine police patrol boat, staffed with an officer and patrol assistant, and containing safety and rescue equipment, enforces State boating regulations.

The Lake Waramaug Authority is also involved with all safety issues, including dock, buoy and float placement, permits and safety patrols for rowing regattas and other lake events, and all water rescue activities. **Applications for a zoning permit for the placement of docks or floats in Lake Waramaug (required under 2003 amendments to the Washington Zoning Regulations) must also be submitted to the Lake Waramaug Authority** for a determination that such structures do not adversely affect the public health or safety or the quality of the lake. For additional information, call Edgar Berner, Chairman, at 868-0172. The Authority's mailing address is c/o Sandy Papsin, Secretary, 30 Mygatt Road, New Preston, CT 06777.

THE WASHINGTON COMMUNITY HOUSING TRUST

The Washington Community Housing Trust's 1987 corporate charter provides that it is "organized to establish and maintain affordable housing in the Town of Washington for persons of modest means, while maintaining the historic and aesthetic qualities of the community." In pursuit of this purpose, the Housing Trust now has established a 14 unit complex of moderate income family rental housing (Dodge Farm), 12 units of senior housing (Riverwoods), and scheduled for completion in the Fall of 2004, 11 units of family housing for all ages at 16 Church Street in New Preston .

Some 40 families in Town have received home improvement grants and no-interest loans for single family residences under a funding program sponsored by the United States Department of Agriculture. In addition, the Housing Trust is presently working to generate limited-equity home ownership opportunities for local residents, particularly first-time homebuyers.

In spring of 2004, in response to an expressed desire by Washington citizens to continue the tradition of having a diverse population, the Board of Selectman appointed a Housing Diversity Committee. This committee, in coordination with the Open Space Committee, will help implement *Plan of Conservation and Development* recommendations. A number of WCHT board members have been active participants on the committee which will present goals and strategies to the Selectmen by early 2005 to help the Town move ahead on this important issue.

WASHINGTON SCHOOLS

LEARN ABOUT WASHINGTON'S SCHOOLS

PUBLIC:

Regional District #12:

Washington Primary School

Shepaug Valley Regional Middle/High School

PRIVATE:

The Devereux Glenholme School

The Gunnery

Judea Nursery School

Rumsey Hall School

Washington Montessori School

Visit Our Town Website and Follow the
Education Links
www.WashingtonCT.org

MEETING CALENDAR At-a-Glance

Commissions meet in the Land Use Room, lower level Bryan Memorial Town Hall. See Town Calendar for updates and schedule changes, www.WashingtonCT.org

CONSERVATION COMMISSION:

First Wednesday of each month at 5:00 p.m.

Open Space Committee - Third Wednesday at 5:00 p.m.

Greenway Committee - First Monday at 4:00 p.m.

HISTORIC DISTRICT COMMISSION:

Third Monday of each month at 7:30 p.m.

INLAND WETLANDS COMMISSION:

Second and fourth Wednesday of each month at 7:00 p.m. (one meeting only in August & December)

PLANNING COMMISSION:

First Tuesday of the month at 7:30 p.m.

ZONING BOARD OF APPEALS:

Third Thursday of each month at 7:30 p.m.

ZONING COMMISSION:

Fourth Monday of each month at 7:30 p.m.

Visit Our Town Calendar Online
www.WashingtonCT.org



This Lake Waramaug **Native Shoreline Buffer Planting and Runoff Filtration Basin** is the result of the cooperative efforts and contributions of The Lake Waramaug Task Force, Lake Waramaug Association, Washington Environmental Council, Washington Garden Club, and the Lecher Family on whose property the project was created.

TELEPHONE DIRECTORY

Who to call for...

AMBULANCE (NON-EMERGENCY): 868-7913

ANIMAL CONTROL OFFICER: 868-2870

ASSESSOR'S OFFICE: 868-0398

Assessment Appeals
Motor Vehicle, Sales, Destruction, etc.
Names/Addresses of Property Owners
Tax Assessment
Tax Assessor's Office

BEACH & BOAT PERMITS: 868-7545

BURNING (OPEN) PERMITS: 868-7201

EMERGENCIES: 911

Fire Emergency
Police Emergency
Health Emergency

EMERGENCY MANAGEMENT COORDINATOR

Pager: 860-260-1186 Home 868-9942 Days 203-792-8200

NOTE: website www.WashingtonCT.org

FIRE DEPARTMENT: (NON-EMERGENCY)

Washington Depot 868-7403
New Preston 868-7831

FIRE MARSHAL: 868-7451

Demolition Permits
Fire Code Safety for Building Construction

HEALTH DEPARTMENT:

DIRECTOR OF HEALTH 355-6035

TOWN SANITARIAN 868-0844

HIGHWAY DEPARTMENT (ROAD CREW FOREMAN) 868-3450

HIGHWAY DEPT: (BLACKVILLE ROAD) 868-7986

HOSPITALS

New Milford: 860-355-2611
Danbury: 203-797-7000
Sharon: 860-364-4141
Charlotte Hungerford: 860-496-6666
Yale-New Haven: 203-688-4242

LAND USE OFFICES: 868-0423 FAX: 868-2819

Conservation Questions
Historic District Questions
Ridgelines
River & Stream Setbacks
Shepaug Greenways
Swamps
Swimming Pools & Pool Structures
Tennis Courts, Construction
Timber Harvesting, Wetlands
Wetlands Enforcement Officer
Wetlands Questions
Zoning Variances, Board of Appeals

LAND USE OFFICES: 868-0844 FAX: 868-2819

Accessory Apartments
Barns & Out Buildings

LAND USE OFFICES: 868-0844 FAX: 868-2819 CON'T

Building Additions/Conversions
Building Foot Print Limits
Building Height Limits
Building Inspector
Building Permits
Commercial Structures
Driveway Grades
Electrical Questions
Exterior Renovations
Garages, Additions
Interior Renovations
Land Use Questions
Lot Size & Coverage
New Construction
Percolation & Deep Hole Testing
Planning Questions
Residential Density Determination
Septic & Sanitation Questions
Subdivisions
Tag Sale Permits
Zoning Enforcement
Zoning Issues

LIBRARY & MUSEUM:

ADULT LIBRARY 868-7586

JUNIOR LIBRARY 868-2310

HISTORICAL MUSEUM 868-7756

PARKS & RECREATION: 868-1519 OR 868-7574

Fireworks Tickets
Parks & Recreation Programs
Swimming Instruction
Tennis Courts, Where to Play
Town Recreation
Town Beach

PROBATE OFFICE: 868-7974

Probate Clerk
Passports

PUBLIC SAFETY: 868-9671 OR 868-7300

Chief Constable
Gun Permits (resident state trooper)
Parking Control
Police (non-emergency)

RESIDENT STATE TROOPER: 868-2100

SELECTMEN'S OFFICE: 868-2259 FAX: 868-3103

Building Use Questions
Disposal of Construction Waste
Driveway Permits
Garbage Disposal
Hazardous Waste Disposal
Raffle Applications
Recycling
Recycling Bins
Rental of Town Buildings
Roads, Town Questions

Who to call continued...

SELECTMEN'S OFFICE: 868-2259 FAX: 868-3103 CON'T.
 Septic Disposal Permits
 Timber Harvesting, General
 Transfer Station
 Treasurer's Office

SENIOR CENTER PROGRAMS: (DIRECTOR) 868-0735

SENIOR SERVICES: 868-0735
Municipal Agent for the Elderly
Social Services

STATE MOTOR VEHICLE DEPT.
(860)-263-5700 **(800)-842-8222**
 Website: www.ct.gov/dmv/site
 Driver's Licenses (new & renewals)
 Vehicle Registration (auto, truck, trailers, boats)
 Special License Plates
 Vanity Plates
 Disabled Drivers
 Change of Address

STEEP ROCK ASSOCIATION OFFICE: 868-9131

Hiking Trails (Steep Rock Association)
Land Trust (Steep Rock Office)

TAX COLLECTOR'S OFFICE: 868-7796 FAX: 868-3103

Motor Vehicle Taxes
Notary Public
Personal Property Taxes
Property Taxes
Tax Collector's Office
Tax Questions
Transfer Station Stickers

TOWN CLERK'S OFFICE: 868-2786 FAX: 868-3103

Absentee Ballots
Birth Records
Death Certificates
Dog Tags
Fishing Licenses
Hunting Licenses
Justices of the Peace
Land Records

TOWN CLERK'S OFFICE: 868-2786 FAX: 868-3103

Liquor Permits
Marriage Licenses
Meeting Minutes
Property Deeds/Surveys
Registrar of Voters
Town Brochures
Town Meetings
Town Ordinances
Trade Name Registration
Voter Registration Forms
Public Notices

TREES, TREE WARDEN: 868-7982

VISITING NURSES:

New Milford VNA 354-2261
Northwest VNA 567-6000

VISITING NURSE THRIFT SHOP: 868-7371

WWW.WASHINGTONCT.ORG

The town website contains a wealth of information on the Town, elected officials, appointed positions, Town agencies, Land Use Commissions, forms, Town Reports, The Washington Times newsletter and links to other useful websites. Visit often.

ZONING BOARD OF APPEALS 868-0423

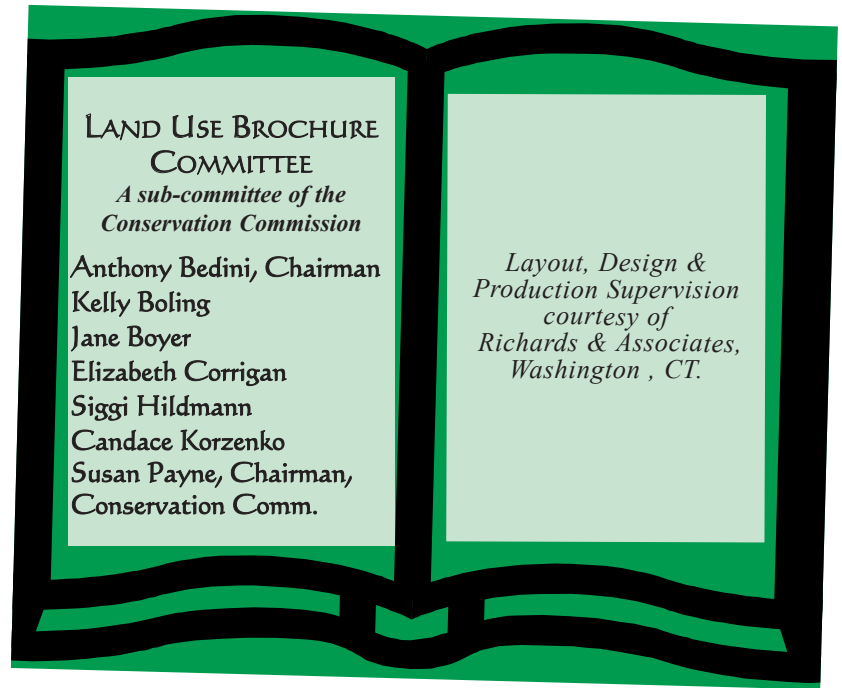
YOUR PERSONAL NUMBERS:

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Land Use Info, Regs & Forms
www.WashingtonCT.org



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LAND USE COMMISSIONS
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