

Town of Ellington Planning Department

57 Main Street, PO Box 187, Ellington, CT 06029
Phone 860-870-3120, Fax 860-870-3122



Guidance Sheet – Instructions to Notify

Connecticut Water Company & Commissioner of Public Health

Projects within a Public Water Supply Watershed Area

Connecticut Water Company must be notified using the **attached form** no later than **7 days** after the date of the application. The completed form, application, site plans and supporting documents must be sent by **Certified Mail, Return Receipt** to the following:

Jessica Demar
Environmental & Regulatory Compliance Coordinator
Connecticut Water Company
93 West Main Street
Clinton, CT 06413

Please provide proof of notice (return receipt) to the Ellington Planning Department

Connecticut Department of Public Health (DPH) must be notified no later than **7 days** after the date of the application by electronic notification whenever an application, petition, request or plan is filed with the zoning commission, planning and zoning commission, zoning board of appeals or inland wetland agency for any regulated activity or project on any site that is within the aquifer protection area or the watershed of a public water supply.

A form and mapping application have been provided online to assist applicants in complying with this requirement. The Watershed or Aquifer Area Project Notification Form is available at: [DPH Project Notification Form \(https://portal.ct.gov/DPH/Drinking-Water/DWS/Forms-and-Applications\)](https://portal.ct.gov/DPH/Drinking-Water/DWS/Forms-and-Applications) and the mapping application is available at: [DPH Project Notification Form Mapping Application. \(https://maps.ct.gov/portal/apps/webappviewer/index.html\)](https://maps.ct.gov/portal/apps/webappviewer/index.html)

Please provide proof of notice (sent email) to the Ellington Planning Department

Public Water Supply Watershed or Aquifer Area
Project Notification Form

Requirement:

All applicants before a municipal Zoning Commission, Planning and Zoning Commission, Zoning Board of Appeals, or Inland Wetlands Agency for any project located within a public water supply aquifer or watershed area are required by Section 8-3i and Sec. 22a-42 of the CT General Statutes to notify Connecticut Water Company of the proposed project by certified mail not later than 7 days after the date of the application. The notice should be sent to: Jessica Demar, Environmental & Regulatory Compliance Coordinator, Connecticut Water Company, 93 West Main Street, Clinton, CT 06413 by Certified Mail, Return Receipt.

General Information:

1. Location map of the project site (please show enough information to locate site).
2. Site plans, including soil erosion and sediment control plan, which have been submitted to the town commission for review.
3. Project address _____
4. Total acreage of project site _____
5. Existing land use _____
6. Description of proposed project _____

7. Acreage of area to be disturbed including structures, additions, paving, and soil disturbance _____

8. Type of sanitary system (circle one): septic system / public sewer / none
9. Number of **existing or proposed** floor drains and their point of discharge e.g. sanitary sewer, holding tank, or ground _____

10. Water accessed by (circle one): private well / public water / none
If other, please specify _____

11. Distance of site disturbance to nearest watercourse or wetland _____

12. Brief description of **existing and proposed** stormwater management system, including roof drainage, paved areas etc., and discharge points e.g. municipal sewers, drywells, streams, vegetated areas, detention basins etc. _____

13. Type of heat for facility _____

14. List of **existing and proposed** underground or above-ground storage tanks including age, capacity and contents _____

15. List of potentially harmful chemicals stored or used on property (**existing and proposed**) and typical onsite volumes, including but not limited to petroleum products, lubricants, solvents, detergents and pesticides _____

16. Describe any wastes generated and their means of disposal _____

17. Date application will be heard by Planning and Zoning Commission _____

18. Date application will be heard by Zoning Board of Appeals _____

19. Date application will be heard by Inland Wetlands Commission _____

20. Name, address and telephone number of contact person for the project:

Name of person completing form

Signature

Date