

MIDDLEFIELD INLAND WETLANDS AND WATERCOURSES AGENCY

APPLICATION FOR PERMIT
(Inland Wetlands and Watercourses Act – Public Act 155)

General information to be supplied by all applicants for a permit:

1. Name of Applicant _____
Address _____
_____ Indicate if other than property owner.
(Applicant's interest in property (lessee, licensee, etc.)
2. Name of Property Owner _____
Address _____
3. Location of Property _____
Include lot number as shown on Tax Assessor's Map _____
4. Description of proposed activity and location of property: _____

Include listing of all proposed regulated activities: _____

5. Number of areas of wetland included in application _____
Include soil drainage classification(s) or natural soils group classification(s).

The applicant understands that this application is to be considered complete only when all information and documents required by the Agency have been submitted.

The undersigned warrants the truth of all statements contained herein and in all supporting documents according to the best of his/her knowledge and belief.

This form received by Agency

Date _____

Applicant

By _____

Authorized Agent

Supporting documents completed
and received:

Address

Date _____

By _____

Telephone # _____

Site Plan and Environmental Information

The applicant shall submit a map or maps and such information concerning the proposed regulated activity (ies) as the Agency indicates below:

1. Sheet sizes
 - _____ a. 8 1/2" x 11" or, multiples thereof
 - _____ b. 24" x 36" or, multiples thereof

2. Graphic scale for site plan information

	Information required
	Scale Outside Regulated
	<u>Required*</u> <u>Area (list)</u>
_____ a. Regulated area	1" = 40'
_____ b. Area directly involved in regulated activity	1" = 40'
_____ c. Property boundaries	1" = 200'min
_____ d. Additional area _____ in width	1" = 200'min

3. _____ North Arrow

4. Title block in lower right corner of sheet showing:

- _____ a. Name of project
- _____ b. Name of owner/applicant and/or developer
- _____ c. Date and subsequent date of revisions
- _____ d. Legible signature of person responsible for drawing plan
- _____ e. Professionals certifying plan shall be appropriate to nature of activities proposed. Such site information about the proposed uses or effects of the regulated area must be certified by a licensed land surveyor, professional engineer, professional architect, or professional landscape architect, any of which must be registered in the State of Connecticut.

*These are suggested examples of scale. Other appropriate scales may be used to conform with town requirements.

5. _____ Location of any watercourses or inland wetlands covered by the site plan as defined in Section 2 of the regulations are in Section 4 of Public Act 155.
 - _____ a. Boundaries and symbol of soil mapping unit(s).
6. _____ Site areas of permit and designation of each activity.

7. _____ Existing and proposed buildings or other structures.
 - _____ a. Location
 - _____ b. Floor Elevation

8. _____ Location, size and composition of sidewalks, off-street parking and loading including driveway entrances and exits, parking and loading spaces, and traffic islands and barriers.
 - _____ a. Percent of regulated area to be covered with impermeable surface.

9. _____ Location of tree stands, shrubs and other significant vegetation, both existing and planned.

10. _____ Source of water supply.

11. _____ Proposed method of sewage disposal.
 - _____ a. Proposed design and specifications of on-site sewage disposal certified by a sanitary engineer, approved by the Town of Middlefield Department of Health.

12. _____ Design of existing and proposed storm drainage system including elevations by contour at not less than five-foot intervals. Additional detail may be required.

13. _____ Proposed grading by not less than five foot contours of any materials to be moved. Additional details may be required.

14. _____ Location of all percolation pits, test pits and observation holes

15. Physical Data
 - _____ a. Material to be deposited and/or excavated
 - _____ 1. Area
 - _____ 2. Volume
 - _____ 3. Physical composition (texture, components) of material to be deposited
 - _____ 4. Chemical composition of all toxic materials, whether such materials are enclosed in containers or deposited openly.
 - _____ 5. Potential chemical reactions of deposited materials yielding toxic products or concentrations of products.
 - _____ 6. Final height of filled area above seasonal high water table.
 - _____ 7. Texture and composition of soil left after excavation
 - _____ 8. Slope of excavation
 - _____ 9. Depth to water table or water level if inundated after excavation.

16. Watercourse Data

- a. Open water characteristics
 - ___ 1. Size of ponds or lakes
 - ___ 2. Maximum depth and if possible volume of water
- b. Stream characteristics
 - ___ 1. Intermittent or permanent
- c. ___ Known flood levels to be indicated on map
- d. Discharges, if any
 - ___ 1. Type
 - ___ 2. Frequency and volume
 - ___ 3. Chemical composition
- e. Creation of new water bodies

17. Biological Data

	<u>Percent of</u> <u>Regulated Area</u>	<u>Dominant Species</u>
Tree		
Shrub		
Grasses, Weeds, etc.		
Aquatic		
Pasture		
Cultivated Area		

18. Probable effects of changes on:

- ___ a. Vegetation
- ___ b. Wildlife

19. Measures to protect regulated area from:

- ___ a. Erosion and sedimentation
- ___ b. Leaching of pollutants
- ___ c. Direct discharge of pollutants
- ___ d. Increased flooding and surface runoff hazards

20. Other site information as the Agency deems necessary to meet the objectives of these regulations and Public Act 155 (List).

**INSTRUCTIONS FOR COMPLETING
THE STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM**

Use a separate form to report each action taken by the Agency. Complete the form as described below.

PART I: To Be Completed By The Inland Wetlands Agency Only

1. Enter the year and month the Inland Wetlands Agency took the action being reported.
2. Circle ONE code letter to describe the final action or decision taken by the Inland Wetlands Agency. *Do not submit a reporting form for withdrawn applications.* Do not enter multiple code letters (for example: if an enforcement notice was given and subsequent permit issued - two forms for the two separate actions are to be completed).
 - A = A Permit Granted by the Inland Wetlands Agency (*not including map amendments, see code D below*)
 - B = Any Permit Denied by the Inland Wetlands Agency
 - C = A Permit Renewed or Amended by the Inland Wetlands Agency
 - D = A Map Amendment to the Official Town Wetlands Map - or -
An Approved/Permitted Wetland or Watercourse Boundary Amendment to a Project Site Map
 - E = An Enforcement Notice of Violation, Order, Court Injunction, or Court Fines
 - F = A Jurisdictional Ruling by the Inland Wetlands Agency (i.e.: activities "permitted as of right" or activities considered non-regulated)
 - G = An Agent Approval pursuant to CGS 22a-42a(c)(2)
 - H = An Appeal of Agent Approval Pursuant to 22a-42a(c)(2)
3. Check "Yes" if a public hearing was held in regards to the action taken; otherwise check "No".
4. Enter the name of the Inland Wetlands Agency official verifying that the information provided on this form is accurate and that it reflects the FINAL action of the agency.

PART II: To Be Completed By The Inland Wetlands Agency Or The Applicant - If Part II is completed by the applicant, the applicant must return the form to the Inland Wetlands Agency. The Inland Wetlands Agency must ensure that the information provided is accurate and that it reflects the FINAL action of the Agency.

5. Enter the name of the municipality for which the Inland Wetlands Agency has jurisdiction and in which the action/project/activity is occurring.

Check "Yes" if the action/project/activity crosses municipal boundaries and enter the name(s) of the other municipality(ies) where indicated. Check "No" if it does not cross municipal boundaries.
6. Enter the USGS Quad Map name and number (1 through 115) as found on the Connecticut Town and Quadrangle Index Map (the directory to all USGS Quad Maps) that contains the location of the action/project/activity. See reverse side of the reporting form for the Connecticut Town and Quadrangle Index Map.

ALSO enter the four-digit identification number of the corresponding Subregional Drainage Basin in which the action/project/activity is located. If the action/project/activity is located in more than one subregional drainage basin, enter the number of the basin in which the majority of the action/project/activity is located. A town subregional drainage basin map has been mailed to all Municipal Inland Wetlands Agencies. Further, a table to subregional drainage basin names and numbers is provided at:
http://ct.gov/dep/cwp/view.asp?a=2698&q=323038&depNav_GID=1707.
7. Enter the name of the individual applying for, petitioning, or receiving the action.
8. Enter the name and address or location of the action/project/activity site. Also provide a brief description of the action/project/activity. Include in the description if the action/project/activity is TEMPORARY or PERMANENT in nature.

9. **CAREFULLY REVIEW** the list below and enter ONE code letter which best characterizes the action/project/activity. All state agency projects must code "N".

A = Residential Improvement by Homeowner
B = New Residential Development for Single Family Units
C = New Residential Development for Multi-Family / Condos
D = Commercial / Industrial Uses
E = Municipal Project
F = Utility Company Project
G = Agriculture, Forestry or Conservation
H = Wetland Restoration, Enhancement, Creation

I = Storm Water / Flood Control
J = Erosion / Sedimentation Control
K = Recreation / Boating / Navigation
L = Routine Maintenance
M = Map Amendment
N = State Agency Project
P = Other (this code includes the approval of concept plans with no-on-the-ground work)

10. Enter between one and four codes to best characterize the project or activity being reported. Enter "NA" if this form is being completed for the action of map amendment. You must provide code 12 if the activity is located in an established upland review area (buffer, setback). You must provide code 14 if the activity is located BEYOND the established upland review area (buffer, setback) or NO established upland review area (buffer, setback) exists.

1 = Filling
2 = Excavation
3 = Land Clearing / Grubbing (no other activity)
4 = Stream Channelization
5 = Stream Stabilization (includes lakeshore stabilization)
6 = Stream Clearance (removal of debris only)
7 = Culverting (not for roadways)

8 = Underground Utilities (no other activities)
9 = Roadway / Driveway Construction
10 = Drainage Improvements
11 = Pond, Lake Dredging / Dam Construction
12 = Activity in an Established Upland Review Area
14 = Activity in Upland

Examples: Jurisdictional ruling allowing construction of a parking lot in an upland where the municipality *does not* have an established upland review area must use code 14, other possible codes are 2 and 10. Permitted construction of a free standing garage (residential improvement by homeowner) partially in an established upland review area with the remainder in the upland must use code 12 and 14, other possible codes are 1 and 2. Permitted dredging of a pond must use code 11, other possible codes are 12 and 5.

11. Leave blank for TEMPORARY alterations but please indicate action/project/activity is temporary under question #8 on the form (description). For PERMANENT alterations, enter in acres the area of wetland soils or watercourses altered. Include areas that are permanently altered, or are proposed to be, for all agency permits, denials, amendments, and enforcement actions. For those activities that involve filling or dredging of lakes, ponds or similar open water bodies enter the acres filled or dredged under "open water body". For those activities that involve directly altering a linear reach of a brook, river, lakeshore or similar linear watercourse, enter the total linear feet altered under "stream". Remember that these figures represent only the acreage altered not the total acreage of wetlands or watercourses on the site. You MUST provide all information in ACRES (or linear feet as indicated) including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration.
12. Enter in acres the area of upland altered as a result of an ACTIVITY REGULATED BY the inland wetlands agency, or as a result of an AGENT APPROVAL pursuant to 22a-42a(c)(2). Leave blank for TEMPORARY alterations but please indicate action/project/activity is temporary under question #8 on the form (description). Include areas that are permanently altered, or proposed to be permanently altered, for all agency permits, denials, amendments, and enforcement actions. Inland wetlands agencies may have established an upland review area (also known as a buffer or setback) in which activities are regulated. Agencies may also regulate activities beyond these established areas. You MUST provide all information in ACRES including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration. Remember that these figures represent only the upland acreage altered as a result of an activity regulated by the inland wetlands agency, or as a result of an agent approval.
13. Enter the acres that are, or are proposed to be, restored, enhanced or created for all agency permits, denials, amendments, and enforcement actions. NOTE restored or enhanced applies to previously existing wetlands or watercourses. Created applies to a non-wetland or non-watercourse area which is converted into wetlands or watercourses (question #10 must provide 12 and/or 14 as an answer, and question #12 must also be answered). You MUST provide all information in ACRES including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no restoration, enhancement or creation.

PART III: To Be Completed By The DEP - Please leave this area blank. Incomplete or incomprehensible forms will be mailed back to the inland wetlands agency.

Statewide Inland Wetlands & Watercourses Activity Reporting Form

Please complete and mail this form in accordance with the instructions. Please print or type.

PART I: To Be Completed By The Inland Wetlands Agency Only

1. DATE ACTION WAS TAKEN: Year _____ Month _____
2. ACTION TAKEN (circle one) A B C D E F G H
3. WAS A PUBLIC HEARING HELD? Yes ___ No ___
4. NAME OF AGENCY OFFICIAL VERIFYING AND COMPLETING THIS FORM:
(print) _____ (signature) _____

PART II: To Be Completed By The Inland Wetlands Agency Or The Applicant

5. TOWN IN WHICH THE ACTION IS OCCURRING: Middlefield
Does this project cross municipal boundaries? Yes ___ No ___
If Yes, list the other town(s) in which the action is occurring: _____
6. LOCATION: USGS Quad Map Name: Middletown and Quad Number: 67
Subregional Drainage Basin Number: 4607
7. NAME OF APPLICANT, VIOLATOR OR PETITIONER: _____
8. NAME AND ADDRESS/LOCATION OF PROJECT SITE: _____
Briefly describe the action/project/activity: _____
9. ACTIVITY PURPOSE CODE: _____
10. ACTIVITY TYPE CODE(S): _____
11. WETLAND/WATERCOURSE AREA ALTERED (must be provided in acres or linear feet as indicated):
Wetlands _____ acres Open Water Body: _____ acres Stream: _____ linear feet
12. UPLAND AREA ALTERED (must be provided in acres as indicated): _____ acres
13. AREA OF WETLANDS AND/OR WATERCOURSES RESTORED, ENHANCED OR CREATED: _____ acres
(must be provided in acres as indicated)

DATE RECEIVED:

PART III: To Be Completed By The DEP

DATE RETURNED TO DEP:

FORM COMPLETED: YES NO

FORM CORRECTED/COMPLETED: YES NO