



Town of Kent Inland Wetlands Commission

41 Kent Green Blvd.

P.O. Box 678

Kent, CT 06757

Phone: (860)927-4625

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FOR OFFICE USE ONLY
Application # _____
Filing fee \$ _____
Date of receipt _____
Approved _____
Denied _____

Application for a permit to conduct a regulated activity within the regulated area of an inland wetland or watercourse in the Town of Kent.

ALL APPLICATIONS REQUIRE THE FOLLOWING (APPLICATIONS NOT INCLUDING ALL REQUESTED INFORMATION WILL NOT BE ACCEPTED):

- A. The original and **8 copies** of the completed application form.
- B. If the applicant is not the owner of the property, a letter of consent from the owner authorizing the applicant to act as the owner's agent.
- C. One copy of the completed "Statewide Inland Wetland Activity Reporting Form."
- D. Filing Fee of \$70.00 made out to the Town of Kent.
- E. 8 copies of a site plan and other information noted on the checklist.
- F. List of names and mailing addresses of adjacent land owners.
- G. Field flagging and staking as noted on the checklist.

1. PROPERTY ADDRESS:

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2. MAP: BLOCK: LOT:

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3. APPLICANT'S INFORMATION:

Name	
Mailing Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

4. OWNER'S INFORMATION:

Name	
Mailing Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

5. APPLICANT'S INTEREST IN THE PROPERTY:

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Agent
<input type="checkbox"/>	Other (please list)

6. PLEASE PROVIDE THE FOLLOWING INFORMATION: (Please be exact)

<input type="text"/>	TOTAL ACREAGE OF PROPERTY
<input type="text"/>	TOTAL ACREAGE OF WETLANDS AND/OR WATERCOURSES DISTURBED (sq. ft. divided by 43,560)
<input type="text"/>	TOTAL ACREAGE OF DISTURBED REGULATED AREA (sq. ft. divided by 43,560)

7. PLEASE DESCRIBE, IN DETAIL, THE PROPOSED ACTIVITY:

(If needed, please attach additional pages.)

8. PLEASE DESCRIBE ALTERNATIVES CONSIDERED AND STATE WHY THIS PROPOSAL WAS CHOSEN:

9. ARE THERE ANY EASEMENTS OR OTHER ENCUMBRANCES NOTED ON THE PROPERTY DEED FILED AT THE TOWN HALL? IF SO, PLEASE DESCRIBE OR ATTACH.

10. PLEASE CERTIFY WHETHER:

- A. Any portion of the property on which the regulated activity is proposed is located within five hundred (500 feet of the boundary of an adjoining municipality. Yes No (If yes, the applicant shall give written notice of the application by certified mail, return receipt requested, on the same day to the inland wetlands agency of such other municipality).
- B. Traffic attributable to the completed project on the site will use streets within the adjoining municipality to enter or exit the site. Yes No
- C. Sewer or water drainage from the project site will flow through and impact the sewage or drainage system within the adjoining municipality. Yes No
- D. Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality. Yes No

11. AGREEMENT AND SIGNATURE

The undersigned applicant hereby consents to necessary and proper inspections of the above-mentioned property by the Commission and its authorized agents, at reasonable times, both before and after the permit in question has been granted by the Commission.

The undersigned applicant hereby swears that the information supplied in the completed application is accurate, to the best of his/her knowledge and belief and is aware of the penalties for obtaining a permit through deception or through inaccurate or misleading information.

Name (printed)	
Signature	
Date	

SITE PLAN CHECKLIST

	Title of project; name, signature and professional seal, if any, of the individual who prepared the map; date map was prepared and date of latest revision.
	Entire existing property outline and clear north arrow.
	Inset map or portion of street map showing the property and the public road intersecting the drive.
	Outline of all wetlands and watercourses on and possibly off the property. Please provide distances from all wetlands and watercourses to the proposed project. Soil types and wetlands vegetation should also be identified.
	Erosion and sediment controls planned to stabilize the site during and after construction
	Limit of disturbance for the project.
	Site plan must be drawn to scale.
	Location and sediment control measures for stockpiled material.

The Commission may also require the following information on the site plan:

	Outline of all wetlands and watercourses as delineated and signed by a soil scientist, location of soil flags numbered on the plans and the wetland regulated area.
	Topographic contour lines at 2' or smaller intervals.
	Location of all significant physical features such as rock ledges, stone walls, utility lines, riding trails, wood roads, tree lines and all existing structures.
	The site plan be designed, signed and sealed by a professional engineer licensed to do business in the State of Connecticut.

FIELD WORK CHECKLIST

	Field flag wetlands and watercourses with numbered flags. The Commission may request that a certified soil scientist field flag the wetlands and watercourses.
	Stake in the field for identification the proposed activities including:
	a. Proposed structures/driveways/septic systems/well location
	b. Regulated area limit
	c. Limits of clearing
	e. Limit of disturbance
	f. Property boundaries
	g. Any easements or restrictions

ADDITIONAL SITE PLAN INFORMATION IS NEEDED FOR THE FOLLOWING ACTIVITIES:

DECKS, SHEDS AND OTHER MINIMAL ACTIVITIES:

	Location and dimensions of proposed activities including grading and clearing.
SINGLE FAMILY RESIDENCES AND ADDITIONS:	
	Proposed building and location of all other activities including but not limited to: driveways, septic tanks and leaching fields, sewer line, utility lines, proposed fill and excavation areas, well, additional site amenities, landscaping and stockpile areas.
	Location and discharge point for all roof leader, curtain, floor and footing drains. Include elevations of inlet and discharge points.

	Elevations of the proposed activities noting any retaining walls.
	The proposed landscape envelope.
DRIVEWAYS	
	List of materials to be used.
	Detailed cross section of driveway.
	Location and discharge points of any proposed drainage.
	Amount and location of fill material and or excavated material.
	Location of existing septic system and well.
	Location of proposed utility lines and proposed width of disturbance.
	Existing and proposed surface drainage such as swales and ditches.
	Existing and proposed contours at two-foot intervals.
	Proposed driveway grade.
TENNIS COURT OR SWIMMING POOL	
	Amount and location of fill material and or excavated material.
	Location of backwash filter dry well, pool equipment and all fencing.
	Location of existing septic system and well.
	Location and discharge of any proposed drainage.
POND EXCAVATION/DREDGING	
	Proposed pond site and location of all other related structures including existing or proposed leaching fields, septic tanks, wells and drainage.
	Method of dredging to be used and amount of material to be removed.
	Location of spoils disposal site. Indicate the distance from disposal site to any wetland or watercourse.
	Cross-sections of water body showing existing depth and bottom profile, proposed depth and bottom profile and existing and proposed water elevation.
	Cross-section of existing and proposed spillway and dams.
	Specify any trees, stumps and brush to be removed.
SUBDIVISIONS	
	Existing streets and easements immediately adjoining and within the tract.
	Existing drains and sewers with location, size, type and approximate elevations.
	Proposed lot lines with lot areas. Lots shall be numbered.
	Proposed house, driveway, well, septic systems and stockpile locations within the proposed lots.
	Septic data for each lot showing the locations of all deep holes and perc tests.
	Location of proposed utility lines and proposed width of disturbance.
	Location and size of proposed open space.
	Work corridor including excavation, filling and material stockpile sites, location of fire tanks and ponds, areas where vegetation will be disturbed, area of proposed regrading and any elevation changes.
	Proposed roadways showing materials to be used and cross-sections of any roadways which may affect wetlands and watercourses.
	Stormwater detention/retention provisions, catch basins and any other proposed drainage. Please include the size and type of piping to be used. Include elevations of inlet and discharge points.
	Planting and revegetation plan.
	Existing and proposed surface drainage such as swales and ditches.
COMMERCIAL/INDUSTRIAL	
	Existing streets and easements immediately adjoining and within the tract.
	Existing drains and sewers with location, size, type and approximate elevations.
	Proposed building and location of all other activities including but not limited to: driveways, parking areas, septic tank and leaching fields, sewer line, utility lines, proposed fill and excavation areas,

	stockpile areas, well, additional site amenities, landscaping, elevations of proposed activities noting retaining walls. List material to be used in construction of parking areas.
	Location and discharge points for all roof leader, curtain and footing drains. Include elevations of inlet and discharge points.
	Work corridor including excavation, filling and material stockpile sites, location of fire tanks and ponds, areas where vegetation will be disturbed and area of proposed regarding and any elevation changes.
	Final grading scheme indicating the landscape envelope and planting requirements.
	Septic data for each lot showing the locations of all deep holes and perc tests.
	Location of proposed utility lines and proposed width of disturbance.
	Cross-sections of any activities that may affect wetlands and watercourses.
	Stormwater detention/retention provisions, catch basins and any other proposed drainage.
	Existing and proposed surface drainage such as swales and ditches.
BRIDGE/BOX CULVERT CONSTRUCTION	
	Type of material to be used in construction.
	If concrete is proposed, will it be poured or pre-cast.
	Cross sections showing exact elevations with width, and length of span.
	Show all abutment walls, wing walls, retaining walls, etc.
	Show any provisions for proposed utility lines.
	Is any water diversion needed? If so, please explain process to be used and show the discharge points on the plan.
	The plan should show detailed elevations including cuts, fill and yardage of material to be removed or filled.
	Construction sequence plan.
DRAINAGE REPAIR/INSTALLATION	
	Type and size of materials to be used.
	Construction sequence plan.
	Trenching width, depth and length.
	Location of discharge points.
	The plan should show detailed elevations including cuts, fill and yardage of material to be removed or filled.

***The Commission may also require more detailed information than is listed above.