

Owner: _____

Address: _____

Activity: _____

Provided Courtesy of: Arthur H. Howland & Associates, P.C., Civil Engineers & Land Surveyors, Call Us! (860) 354-9346

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Town of Washington Inland Wetlands Commission

APPLICATION FOR PERMIT

FOR COMMISSION USE ONLY	
Application #: _____	Date of Receipt: _____
Fee Paid: _____	Check # or Cash: _____
Date (14 Days from Receipt) _____	65 Days from Receipt: _____
Public Hearing Date: _____	Continued to: _____
Extension Request Date: _____	Date Extension Ends: _____
ACTION TAKEN:	
<input type="checkbox"/> Application Withdrawn	Date: _____ Comment: _____
<input type="checkbox"/> Denied Without Prejudice	<input type="checkbox"/> Denied Date: _____ Reason: _____
<input type="checkbox"/> Approved	Date: _____ Modifications or Conditions (if any): _____

Application for Permit to conduct a regulated activity under the Inland Wetland and Watercourses Act and the Inland Wetlands Regulations, Town of Washington.

This application is designed to assist in determining whether the activity proposed may have an impact on wetlands and/or watercourses in the Town of Washington. Please complete the entire form. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Please provide any additional information you believe will be needed to complete the application. Use attachments as necessary. The applicant is responsible for providing all pertinent information.

The applicant may be required to supply additional information and/or pay for expert consultation, beyond what is outlined on this form. To save time and avoid rejection of an application, read and use the *Inland Wetland and Watercourses Regulations*, Town of Washington and the *Applicant's Guide to Completing and Processing an Application for an Inland Wetlands Permit* before applying.

Applications must be complete* and received in the Land Use Office one (1) business day prior to a regular meeting in order to be placed on the agenda for that meeting. The schedule of meetings and times is posted at the Town Hall and at www.WashingtonCt.org.

* To be considered "complete," the application must include:

- All required forms, attachments and authorizations;
- Live (ink) signature(s) of the property owner(s);
- The (green) Statewide Inland Wetlands and Watercourses Activity Reporting Form (Section II completed);
- Two checks, payable to the Town of Washington, one for the **Application Fee of \$60.00, plus any other applicable fees from the attached Fee Schedule**, the second for the required State Fee of \$30.00.

Owner: _____

Address: _____

Activity: _____

SECTION I

CONTACT INFORMATION

- 1) Name of Owner: _____
- 2) Mailing Address: _____
 City _____ State: _____ Zip: _____
- 3) Telephone Home: (____) _____ Business: (____) _____
- 4) Email: _____
- 5) Name of Authorized Agent (attach written authorization): _____
- 6) Agent Address: _____

- 7) Agent's Home Telephone:(____) _____ Business: (____) _____
- 8) Agent's Email: _____
- 9) Name, Address, Title and Phone Number of any Professional(s) or Contractor(s) to be involved in the project: _____

SECTION II

PROPERTY INFORMATION

- 1) Address of Property: _____
- 2) Assessor's Map, Lot Number(s): _____
- 3) Total Acreage: _____
- 4) Applicant's Interest in Property (circle one): Owner Developer Option Holder
 Other (describe): _____

SECTION III

PROJECT/ACTIVITY INFORMATION

- 1) Project/Activity Name (e.g. pond dredging, etc.): _____
- 2) If the activity involves the installation or repair of a septic system(s):
 Has the Health Official approved the plan? Yes No
- 3) Total Wetland Acres: _____ Disturbed Wetland Acres: _____
- 4) Total Regulated Acres*: _____ Disturbed Regulated Acres: _____
 * The regulated area is all land within 100 feet of, and including, all wetlands and watercourses.
- 5) Linear Feet of Watercourse: _____ Linear Feet of Watercourse disturbed: _____
- 6) Acres of proposed impervious surfaces (roads, buildings, parking, etc.): _____

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SECTION IV

PROJECT NARRATIVE

Attach separate sheet if necessary

1) Proposed Activity (detailed description): _____

2) The proposed activity will involve the following within wetlands, a watercourse, and/or a regulated area:

Check All That Apply

- Alteration
- Construction
- Pollution
- Deposition of Materials
- Removal of Materials
- Bridge or Culvert
- Discharge To
- Discharge From
- Other (describe) _____

2) Amount, type, and location of materials to be removed, deposited or stockpiled: _____

3) Description, work sequence, and duration of activities: _____

4) Describe alternatives considered and why the proposal described herein was chosen: _____

SECTION V

ADJOINING MUNICIPALITIES & NOTICE

1) Check whether any of the following circumstances apply **:

- A portion of the property affected by the decision of the Commission is located within five hundred (500) feet of the boundary of an adjoining municipality.
- A portion of the sewer or water drainage from the project site will flow through and significantly impact the sewage system within the adjoining municipality.
- Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.

****If any of these situations apply (are checked), the applicant is required to give written notice of his/her application to the Inland Wetlands Agency of the adjoining municipality, on the same day that he/she submits this application. Notification must be by Certified Mail with Return Receipt Requested.**

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SECTION VI

ATTACHMENTS

Please attach the following along with any other pertinent information:

- 1) An 8.5" x 11" photocopy of the pertinent section of the USGS topographic quadrangle with the property outlined or pinpointed. *Note: USGS Topographic Quadrangle Map is available in the Land Use Office.*
- 2) Scale drawings of the project and property that show the project in detail. They should include the following:
 - a) Title Block with Project Name, Owner, Date, Total Acres, Address, and Map Drafter
 - b) North Arrow
 - c) Scale Bar
 - d) Legend
 - e) Property Lines
 - f) Wetland Boundaries
 - g) Watercourses with direction of flow, water depth, and bottom characteristics (if applicable)
 - h) Edge of Regulated Area/100' Setback
 - i) Topographic Contour Lines
 - j) Dimensions and exact locations of proposed activities including Material and Soil Stockpiles, Erosion and Sedimentation Controls, Ingress and Egress Patterns
 - k) Existing and proposed Vegetation, including edge of disturbance
- 3) If Soil Scientist is involved, his/her name, written report, and field sketch.
- 4) The Commission may, at its discretion, require an A-2 Survey showing wetland boundaries that have been flagged by a Certified Soil Scientist (CSS) and surveyed and plotted by a Licensed Surveyor.



SECTION VII

CONSENT AND SIGNATURE(S)

The undersigned, as owner(s) of the property, hereby consents to necessary and proper inspections of the above mentioned property by Commissioners and agents of the Inland Wetlands Commission, Town of Washington, at reasonable times, both before and after a final decision has been issued by the Commission. The undersigned hereby certifies that the information provided in this application, including its supporting documentation, is true and he/she is aware of the penalties provided in Section 22a-376 of the General Statutes for knowingly providing false or misleading information.

Print Name of Property Owner

Signature of Property Owner (live/ink)

Date

Print Name of Property Owner

Signature of Property Owner (live/ink)

Date

**SECTION 20: APPENDIX "C"
INLAND WETLANDS COMMISSION**

SCHEDULE OF FILING FEES-- (REGULATION 7.4)

Copy of IWW Regulations:	\$ 10.00
Pre-application Advice:	No charge
Application for Exemption:	No charge
Repair of Septic System (Application Required):	\$ 20.00
Application for Subdivision Review , per proposed lot* Plus the following, if applicable:	\$ 10.00
Application for a permit to conduct regulated activity:	
Residential Uses:	
Basic Fee* , activity directly impacting and/or disturbing 1/2-acre or less of regulated area:	\$ 60.00
Plus per additional, impacted 1/2-acre or part thereof:	\$ 30.00
Commercial, Industrial, Non-residential Uses:	
Basic Fee* , activity directly impacting and/or disturbing 1/2-acre or less of regulated area:	\$100.00
Plus per additional, impacted 1/2-acre or part thereof:	\$ 25.00
*State of Connecticut Surcharge:	\$ 30.00
(Must be submitted with all permit and review applications, as separate check payable to The Town of Washington.)	
Supplemental Application Fee for Review of each 1/2-acre or part thereof of regulated area on which unauthorized, regulated activity has occurred:	\$120.00
(NOTE: Submission of this fee does not insure authorization of any regulated activity. It shall apply whenever work has been conducted in regulated areas by a property owner or his agent(s) with-out proper authorization or a permit, thereby necessitating additional administrative and regulatory action by the Commission, its enforcement agent and/or staff.)	
Supplemental Public Hearing Fee:	\$250.00
(Payable within five (5) business days of Hearing Notice publication.)	
Extensions, Transfers, or Minor Revisions of Permits:	\$ 25.00
Fee for Amendment Request (refer to Section 17: 17.4):	\$100.00

Consultants' Fees and Expenses

A. Upon submission of any of the foregoing applications, the Commission shall determine whether the assistance of professional consultants, including but not necessarily limited to scientific, engineering, and legal consultants, will be necessary to review the application or to provide monitoring services in connection with issues such as, but not limited to, compliance with

existing laws and regulations; the potential for environmental or other impacts; the need for public improvements, drainage improvements, sediment and erosion-control measures, and other environmental safety measures; and the provision of adequate legal conveyances and financial performance security.

If the assistance of consultants is found to be necessary or appropriate, the Commission shall, within 35 days of receipt of the application, provide a nonbinding estimate of the time that is likely to be required by such consultants and any associated expenses. The nonbinding estimate shall be for the purpose of establishing an escrow account, as described below, and shall not prohibit the Commission from obtaining additional consultants' services, and reimbursement from the applicant, if the need or desirability of such services is determined after the nonbinding estimate has been provided.

Except as provided in subsection B, the Commission shall require the applicant to provide a sum equivalent to 150 percent of the estimated fees and expenses in accordance with the following schedule:

- | | |
|---|--------------------------------|
| i. Technical (including Engineer or Scientific) Consultants | \$150 per hour |
| ii. Legal Consultants | \$250 per hour |
| iii. Other Consultants' Expenses | As may reasonably be estimated |

In the event the Commission, at the time of estimating the consultants' fees, has already secured the services of one or more consultants, whose hourly rates differ from those in the foregoing schedule, the hourly rates actually charged by the consultants shall be used for the estimate in lieu of those set forth in the foregoing schedule.

The amount required pursuant to the foregoing provisions and schedule must be paid before the Commission holds any required public hearing or makes any decision on the application. If the amount required is not timely paid and the Commission is obliged by the provisions of state law to commence a public hearing or render a decision, the Commission may deny the application as incomplete.

The amount paid pursuant to the foregoing provisions and schedule shall be held in escrow and shall be applied as needed to offset the actual consultants' fees and expenses incurred by the Commission. In the event the amount paid by the applicant exceeds the amount actually needed to reimburse the fees and expenses incurred by the Commission, the balance remaining in the escrow account shall be promptly returned to the applicant. In the event the amount paid into the escrow fund is less than that required to reimburse all applicable consultants' fees and expenses, the applicant shall be required to pay the balance due as a prerequisite to final approval of any application or petition. If a permit or approval has been issued before the required additional fees are incurred or become due, the applicant shall be obliged to pay the additional fees within 30 days after billing. The failure to pay such fees when due shall be grounds for revocation of the permit or approval.

- B. In the event that any applicant, at the time a nonbinding estimate of consultants' fees is being made pursuant to the foregoing, has failed to pay any portion of the fees due under this Schedule of Fees with respect to a prior application, the applicant will be required to provide a sum equivalent to 200 percent, rather than 150 percent, of the estimated fees and expenses in accordance with the schedule set forth in section A.

EXEMPTION: Town of Washington is exempt from all fee requirements under these regulations.