

# Cheshire Inland Wetlands and Watercourses Application Packet

Please see the Town of Cheshire's website for a listing of meeting dates. The meeting dates can be found at the following link:

[www.cheshirect.org/agendas-and-minutes/inland-wetland-and-watercourses-commission](http://www.cheshirect.org/agendas-and-minutes/inland-wetland-and-watercourses-commission)

The Commission meets the first and third Tuesday of the month at 7:30 p.m. in Council Chambers on the 3<sup>rd</sup> floor at Town Hall, 84 South Main Street, Cheshire, CT 06410 (203) 271-6670.

## DEADLINES FOR APPLICATIONS:

Filing deadline is **4 p.m. the Wednesday prior** to the next regularly scheduled meeting.

## TIME FRAME FOR ACTION ON APPLICATIONS:

The Cheshire Inland Wetlands and Watercourses regulations require that action shall be taken on applications no fewer than fourteen (14) days. Refer to section 11 of the Cheshire Inland Wetlands and Watercourses regulations for further details.

## Required Application Forms Checklist

### Complete and Return to Planning Office with Support Material:

- \_\_\_\_\_ Appendix B, Inland Wetlands Commission Application for Inland Wetlands and Watercourses Permit.
- \_\_\_\_\_ Statewide Inland Wetlands & Watercourses Activity Reporting Form (yellow form).
- \_\_\_\_\_ Photocopy of Regional Water Authority Notification Form, Connecticut Natural Diversity Data Base Review Request Form and State of Connecticut Department of Public Health Watershed or Aquifer Area Project Notification Form, where applicable.

### Complete and Send Directly to Source Agency:

**Applicant is responsible for contacting these agencies regarding applicability.**

- \_\_\_\_\_ Regional Water Authority Notification Form must be sent to RWA within 7 days of application being submitted to Cheshire Planning Office.
- \_\_\_\_\_ Connecticut Natural Diversity Data Base Review Request Form. Review requirements at <http://www.ct.gov/dep/cwp/view.asp?A=2702&Q=323464>
- \_\_\_\_\_ State of Connecticut Department of Public Health Watershed or Aquifer Area Project Notification Form.

INLAND WETLANDS COMMISSION - CHESHIRE, CONNECTICUT

APPLICATION FOR INLAND WETLANDS AND WATERCOURSES PERMIT

Pursuant to the General Statutes of the State of Connecticut, and all subsequent amendments thereto, the undersigned hereby makes application for approval of permit (Inland Wetlands and Watercourses) for a parcel of land having approximately \_\_\_\_\_ wetland acres, which is part of a tract of land having \_\_\_\_\_ acres, located on (street name) \_\_\_\_\_ . Said parcel is generally shown on the current Assessor's Map Plate No(s). \_\_\_\_\_ , Lot No(s). \_\_\_\_\_ and is located in a(n) \_\_\_\_\_ zone district.

This permit application is part of a: ( ) Subdivision, ( ) Resubdivision, ( ) Site Plan, ( ) Special Permit, ( ) Zone Change, ( ) Earth Removal, Filling or Regrading, ( ) Other \_\_\_\_\_

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

By signing this application, the applicant permits Commissioners and agents of the Commission to enter upon and inspect the property, at reasonable times, both before and after a final decision has been issued.

Applicant's Name \_\_\_\_\_ Date \_\_\_\_\_ (Print of Type)

Applicant's Address (Home) \_\_\_\_\_ (Office) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Telephone Number (Home) \_\_\_\_\_ (Office) \_\_\_\_\_

E-mail \_\_\_\_\_ Fax No. \_\_\_\_\_

Owner's Name (Print or Type) \_\_\_\_\_

Owner's Address \_\_\_\_\_

Owner's Signature \_\_\_\_\_

Engineer's Name (Print or Type) \_\_\_\_\_

Engineer's Address \_\_\_\_\_

Engineer's Signature \_\_\_\_\_

Agent, if other than applicant, to be contacted with regard to this application:

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_

SEE ATTACHED SHEETS FOR THE INFORMATION NECESSARY TO COMPLETE THIS APPLICATION.

**APPLICATION FOR INLAND WETLANDS AND WATERCOURSES PERMIT**

Purpose and description of the proposed activity (including the area of wetlands or watercourses to be disturbed); alternatives considered and why the proposal to alter wetlands set forth in this application was chosen: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's interest in the land: ( ) Owner, ( ) Tenant, ( ) Lessee, ( ) Partner,  
( ) Other \_\_\_\_\_

*Please attach a list of adjacent property owners.*

Check in full payment of minimum application fee – see attached fee schedule - (payable to Collector – Town of Cheshire). An additional fee shall be required if significant wetland activity is determined upon acceptance of the application. The Commission may, at its option, refund this application fee for a non-regulated activity.

**NOTE: In order to expedite the review of this application, and avoid unnecessary delay, it is important that the applicant and the land surveyor and/or professional engineer who shall prepare the maps and other plans shall carefully review the Inland Wetlands Regulations to be certain that the plans comply with all requirements contained therein. Applications must be received by the Town Planner's Office by 4 p.m. the Wednesday prior to the next regularly scheduled meeting of the Inland Wetlands Commission in order for the application to be included on the filed agenda and taken up by the Commission for discussion, action or otherwise.**

Per Section 7.1E. of the Inland Wetlands and Watercourses Regulations, three copies of all application materials (including maps) shall be submitted with the original application to comprise a complete application or as is otherwise directed, in writing, by the Commission.

**OFFICE USE ONLY**

Date Filed \_\_\_\_\_

Date Presented to Inland Wetlands Commission \_\_\_\_\_

Mandatory Action Date \_\_\_\_\_

Public Hearing Date \_\_\_\_\_

Final Action and Date \_\_\_\_\_

**APPENDIX C**

**This form is to be completed *ONLY* when applicant is *NOT* the owner.**

I, \_\_\_\_\_ hereby acknowledge the application to the Inland  
(Name of Owner)

Wetlands Commission of the Town of Cheshire by \_\_\_\_\_ .

I consent and agree to its being filed with said Commission.

\_\_\_\_\_  
(Signature)

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ .

\_\_\_\_\_  
(Name typed or printed)

Commissioner of the Superior Court

Notary Public

My commission Expires: \_\_\_\_\_

## APPENDIX D

### Information Necessary for a Complete Application

- \_\_\_\_\_1. Sheet size shall be limited to a size not greater than 25 inches by 37 inches.
- \_\_\_\_\_2. Maps shall be drawn to scale not smaller than 100 feet to an inch.
- \_\_\_\_\_3. North Arrow.
- \_\_\_\_\_4. Existing and proposed grade contours at 2-foot intervals. All elevations shall be referenced to U.S.G.S. datum and so noted on map.
- \_\_\_\_\_5. Title Block containing: project name, name of owner/applicant, and or developer, date and subsequent date of revisions.
- \_\_\_\_\_6. Signature of person responsible for drawing plan

or

Legible signature of person responsible for drawing plan. Professionals certifying plan shall be appropriate to the 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 or professional architect. Such professional must be registered in the State of Connecticut.

- \_\_\_\_\_7. Location of any watercourse or inland wetlands covered by the site plan as defined in Section 2 of these regulations and in Section 22a – 42a of the Connecticut General Statutes, as amended.
- \_\_\_\_\_8. Wetland boundary must be certified via signature of a Certified Soil Scientists or other qualified professional.
- \_\_\_\_\_9. Map at a suitable scale showing wetlands and/or watercourses and general topography of adjacent wetlands and/or watercourses within five hundred (500) feet of the site.

#### **Advisory Notice to Applicants:**

Applicants are hereby advised that The State of Connecticut Department of Energy and Environmental Protection (DEEP) requires that areas of proposed disturbance of 5 acres or more must apply to the CT DEEP for “General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities”. Prior to initiating any development activities it is the Permittee’s responsibility to ascertain if they are subject to the general permit requirements.

For further information, please contact

DEEP: [https://www.ct.gov/deep/lib/deep/permits\\_and\\_licenses/water\\_discharge\\_general\\_permits/storm\\_construct\\_gp.pdf](https://www.ct.gov/deep/lib/deep/permits_and_licenses/water_discharge_general_permits/storm_construct_gp.pdf)

## **APPLICATION FOR INLAND WETLANDS AND WATERCOURSES PERMIT**

### **SITE PLAN AND ENVIRONMENTAL INFORMATION**

The applicant shall submit a map or maps with the following information concerning the proposed regulated activity. The Commission may by regulation waive the submission of all or part of the information required if it finds the datum is not necessary in order to decide on the application.

#### **1. Sheet Size and Graphic Scale**

- \*a. Sheet size shall be limited to a size not greater than 25 inches by 37 inches.
- \*b. Maps shall be drawn to a scale not smaller than 100 feet to an inch.
- c. Additional enlargements and detail may be required as necessary.

#### **2. Orientation and Topography**

- \*a. North Arrow
- b. Locality sketch which shall be drawn (preferably in the upper right corner) to show the relation of the proposed development to nearby streets and physical markings. The locality sketch shall generally be drawn to a scale of 1,000 feet to an inch and shall not exceed 4" x 4" in area.
- c. Existing and proposed grade contours at 2-foot intervals. All elevations shall be referenced to U.S.G.S. datum and so noted on the map.
- \*d. Certification that the accuracy of the information on the map meets the standards for Class A-2 Transit Survey established by the Connecticut Technical Council

#### **3. Title Block (To be shown in Lower Right Corner of Sheet)**

- \*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. Legible signature of person responsible for drawing plan. 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 or professional architect. Such professional must be registered in the State of Connecticut.

**APPLICATION FOR INLAND WETLANDS AND WATERCOURSES PERMIT**

4. Location of any watercourses or inland wetlands covered by the site plan as defined in Section 2 of these regulations and in Section 22A – 42A of the General Statutes of Connecticut as amended. Boundaries must be verified by and site plan signed by a certified soil scientist.
  - \*a. Existing and proposed conditions in relation to wetlands and watercourses.
  - \*b. Proposed erosion and sedimentation controls.
5. Map at a suitable scale showing wetlands and/or watercourses and general topography of adjacent wetlands and/or watercourses within five hundred (500) feet of the site.
6. Site areas of permit and designation of each activity.
7. Existing and proposed buildings and other structures.
  - a. Location
  - b. Floor Elevation
8. In the development of anything other than single family residences, the following shall be required:

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 existing and proposed tree stands, shrubs and other significant vegetation which is to be disturbed within or immediately adjacent to the wetland area.
10. Source of water supply.
11. Proposed method of sewage disposal
  - a. Proposed design and specifications of on-site sewage disposal certified by a licensed engineer and approved by the Health District.
12. Location of all percolation pits, test pits and observation holes.
13. Design of existing and proposed storm drainage system, including elevations by contour at not less than two-foot intervals. Additional detail may be required.



**APPLICATION FOR INLAND WETLANDS AND WATERCOURSES PERMIT**

14. **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) Final height of filled area above seasonal high water table.
    - (5) Texture and composition of soil left after excavation.
    - (6) Slope of excavation.
    - (7) Depth to water table or water level if inundated after excavation.
  
15. **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. Discharge if any
    - (1) Type
    - (2) Frequency and Volume
    - (3) Chemical composition
  - e. Creation of new water bodies
    - (1) Area
    - (2) Volume
    - (3) Surface water elevation with regard to ground water level.



**CHESHIRE INLAND WETLANDS & WATERCOURSES  
LAND USE PERMIT FEES**

<b>Residential Uses</b>	
Single lot (base fee)	\$100.00
Subdivision/resubdivision (base fee)	\$250.00
Site plan as required by a commission subdivision approval	\$60.00 per lot
<b>Commercial / Industrial Uses</b>	
Site five (5) acres or less (base fee)	\$200.00
Site greater than five (5) acres (base fee)	\$350.00
Subdivision/resubdivision (base fee)	\$350.00
Site plan as required by a commission subdivision approval	\$100.00 per lot
<b>Other Regulated Activities</b>	\$100.00
<b>Other Fees</b>	
Impact review fee (added to the base fee) per subdivision/resubdivision lot, each road or driveway wetland crossing, each directly affected acre of wetland or part thereof, and each 100 feet of watercourse or part thereof directly affected by the application	\$30.00
Permit modification, extension, or transfer	\$100.00
After-the fact permit. <sup>1</sup> Application for permit filed after the regulated activities have been commenced, to offset the additional costs to the town in inspecting and monitoring the regulated activities.	Three (3) times the amount of fees that would have been due if the application was timely filed. This surcharge is in addition to any other fines or penalties that may be assessed.
Petition to amend the inland wetlands and watercourses map	\$140.00
Petition to amend the inland wetlands and watercourses regulations	\$140.00
Inspection of erosion control (silt fence, hay bales, etc.)	\$50.00 per lot
Public hearing	\$175.00
Public hearing continuance	\$50.00

<sup>1</sup> Amended by Town Council: 2/13/2019, Effective: 4/01/2019.

Additional expenses, including but not limited to outside consultants, experts, or legal advisors, incurred in processing the application.	Actual amount paid by the town
<b>Town collection of state fee (CGS Section 22a-27j) REQUIRED WITH EVERY APPLICATION</b>	<b>\$60.00</b>

All fees shall be paid by certified check, bank or cashier's check, or money order payable to the "Collector, Town of Cheshire" at the time the application is filed. An insufficient funds fee of fifty dollars (\$50.00) will be charged for all returned checks. Fees may be paid for in cash if the amount of the fee to be paid is one hundred dollars (\$100.00) or less.