

Inland Wetlands Agency

**TOWN HALL * PO BOX 150 * 1019 MAIN ST. * BRANFORD, CT 06405
203-315-0675 * FAX 203-889-3172 * inlandwetlands@branford-ct.gov**

APPLICATION

(ADDRESS OF PARCEL)

(MAP/BLOCK/LOT)

Description of Project: _____

APPLICATION FOR (check those that apply):

- Permit to conduct regulated activity (Check any P&Z "referrals" below if they apply)
- Site Plan Referral (Per Section 8-3 CGS)
- Subdivision Referral (Per Section 8-26 CGS)
- Special Permits/Exceptions/Exemptions (Per Section 8-3c CGS)
- Permitted and Non Regulated use (Must comply with Sections 4.1 and 4.4- Branford IW Regulations)
- Non Regulated Use (Must comply with Sections 4.2 and 4.4- Branford IW Regulations)
- Amend regulations, section #(s) _____
- Amend wetland boundary
- Request for renewal/extension

TITLE OF PLAN: _____ **Latest Revision:** _____
Plan Signed & Sealed by: _____ **Certifications:** _____
Print Name: _____ **Email:** _____
Company Name: _____ **Phone:** _____
Address: _____ **Fax:** _____

WETLAND REPORT: **Date:** _____ **Soil Scientist:** _____
Subsequent Dates: _____ **2nd Soil Scientist:** _____

APPLICANT

OWNER

Name: _____ **Name:** _____
Address: _____ **Address:** _____
Phone: _____ **Fax:** _____ **Phone:** _____ **Fax:** _____
2nd phone number: _____ **2nd phone number:** _____
Email: _____ **Email:** _____

CONTACT PERSON (if different from above): _____ **Phone:** _____
Address: _____ **Email:** _____ **Fax:** _____

By signing this application, applicant/owner confirms that he/she has read and understands this document, the Town of Branford Inland Wetlands and Watercourses regulations with appendices, and obligations specified in both. This application gives the Commission and its agent authority to inspect the property at reasonable times, both before and after a final decision has been issued. The applicant warrants the truth of all statements and supporting documents to the best of his/her knowledge and belief.

Required: Planning/Zoning (check all that apply): **Town of Branford** **Pine Orchard** **Short Beach**

Required: Applicant's Signature: _____ **Date:** _____

Required: Owner Signature: _____ **Date:** _____

Required: Proof of certified mailing to any owners of Conservation or Preservation Easements, OR signed letters of authorization from all property owners and/or easement holders. **YES** **NO** **NA**

For Department Use Only

Receipt Date: _____ **File Number:** _____
Action: _____ **Action Date:** _____

TOWN OF BRANFORD - INLAND WETLAND APPLICATION

GENERAL INFORMATION:

Total area of site: _____ acres sq.ft. **Total area of disturbance:** _____ acres sq.ft.

Identify total square feet of area upon which activity is proposed within the following:

100' Upland Review Area: _____ Wetland: _____ Watercourse: _____

Regulated Activity(ies):

- Clearing Grading Filling Excavation Construction Drainage

Other: _____

ADDITIONAL INFORMATION: All of the following may require notification or application for permit to other municipal, state, and/or federal agencies.

Check those that apply:

- Lie within 500' of, or traffic, sewer, water runoff and/ or water drainage will impact an adjoining town
 Lie within Regional Water Authority Watershed
 Lie within the floodplain or floodway
 Contains tidal wetlands regulated by the CT DEEP

(All of the above must be shown on the certified application plan.)

- Contains a watercourse regulated by the Army Corps of Engineers
 Requires State of Connecticut General Permit – Type(s) of GP required _____

APPLICATION DEADLINE

Applications must be submitted by the end of the day before a regularly scheduled meeting in order for it to be received at that meeting.

FIELD INSPECTIONS

If required by the Commission, an onsite field inspection meeting will be scheduled.

APPLICANT'S NOTIFICATION RESPONSIBILITY

Per Inland Wetlands and Watercourses Regulations of the Town of Branford

Notice to Regional Water Authority and Commissioner of Public Health

Sec. 8.4 Branford IWW Regulations – When an application is filed to conduct or cause to be conducted a regulated activity upon an inland wetland or watercourse, any portion of which is within the watershed of a water company as defined in section 25-32a of the Connecticut General Statutes, as amended, the applicant shall provide written notice of the application to the water company and the Commissioner of Public Health in a format prescribed by said commissioner, provided such water company or said commissioner has filed a map showing the boundaries of the watershed on the land records of the municipality in which the application is made and with the Inland Wetlands Agency of such municipality. Such notice shall be made by certified mail, return receipt requested, and shall be mailed not later than seven days after the date of the application. The water company and the Commissioner of Public Health, through a representative, may appear and be heard at any hearing on the application. Documentation of such notice shall be provided to the Agency.

Public Hearing Notice to abutting land owners

Sec. 9.3 Branford IWW Regulations – Notice of the public hearing shall be mailed by the applicant to the owner(s) of record of abutting land no less than ten days prior to the day of the hearing. Evidence of such mailing, in the form of United States Post Office certificates of mailing, shall be submitted to the wetlands Agency prior to the hearing date.

Public Hearing Notice – sign on property

Sec. 9.4 Branford IWW Regulations – A sign shall be posted on the subject land which states the date, time, and place of the public hearing. Such sign will be provided by the applicant and shall be visible and legible to passerbys on the principle street on which the property is located. Such sign shall indicate the general nature of the proposed activity for which a permit is being sought. The sign shall be posted no less than ten (10) days prior to the public hearing. The sign shall be removed within 2 days of closing of the public hearing.

FEE CALCULATIONS

Applications that involve regulated activities:

A single family or duplex residential unit on a lot:

- | | | |
|-----------------------------------|-------|---------|
| 1) Construction of a new dwelling | \$200 | = _____ |
| 2) Other than new dwelling | \$75 | = _____ |

Commercial Development, multi family, subdivisions, and other residential uses not included above:

- | | | |
|---|-------|---------|
| Up to first 1/2 acre of total land to be disturbed | \$350 | = _____ |
| Each additional 1/2 acre disturbed through 5 acres: # _____ 1/2 acres X | \$200 | = _____ |
| Each additional 1/2 acre disturbed above 5 acres: # _____ 1/2 acres X | \$300 | = _____ |

Fee - Schedule A: Fees apply to every 1000 sq. ft. of wetlands/watercourses upon which activity is proposed.

- | Area in square feet (categories) | Fee (for each category) per 1000 sq. ft of area | |
|--|---|---------|
| 750 or less | \$50 | = _____ |
| plus 751 thru 10,000 # of sq. feet _____ divided by 1000 X | \$40 | = _____ |
| plus 10,001 or more # of sq. feet _____ divided by 1000 X | \$60 | = _____ |

- | | | |
|--|-------|---------|
| <u>Public Hearing Fee</u> | \$150 | = _____ |
| <u>Request for renewal of a permit:</u> | \$50 | = _____ |
| <u>De-minimus: In lieu of above fees – when authorized by IWEO/Agent</u> | \$25 | = _____ |

OR

Applications that do not involve regulated activities:

- | | | |
|---|---|---------|
| 1.) Subdivision/Re-subdivision Referral without regulated activity | \$50 | = _____ |
| 2.) Jurisdictional Ruling (as determined by the Agency per Regulation Sections 4.1 & 4.2): | | |
| a) Permitted Uses as of Right – (subsection 4.1) | \$50 | = _____ |
| b) Non-regulated Uses - (subsection 4.2) | \$25 | = _____ |
| 3.) Map Amendment Petitions (subsection 15.3) | \$200 | = _____ |
| plus: For total length of wetlands and watercourses boundary subject to the proposed boundary change: | | |
| Linear Ft Regulated Area | Fee per 100 Linear Ft of wetland boundary | |
| 500 or less | \$15 | = _____ |
| 501 to 1000 | \$10 | = _____ |
| 1001 or more | \$5 | = _____ |

AND

- | | | |
|--|------------------|------------------|
| <u>Required DEP reporting fee:</u> | | = <u>\$60.00</u> |
| | Sub Total | = _____ |
| <u>Significant Activity Fee:</u> – As determined by IWC per Section 7.5 & 19.5.a.5.(b) | | = _____ |
| Date significant activity was confirmed by the Commission: _____ | | |
| <u>Waivers, reductions, or delayed payment of fees see section 19.7.</u> | | = -- _____ |
| Date waiver granted: _____ | TOTAL | = _____ |
| <u>Exemption: Boards, commissions, councils and departments of the Town of Branford</u> | | No Charge |

For Department Use Only

- | | |
|---|------------------|
| Amount submitted with application: _____ | Date paid: _____ |
| Final payment: _____ | Date paid: _____ |
| Extra Assessments: Per Section 19.5 _____ | Date paid: _____ |

TOWN OF BRANFORD - INLAND WETLAND APPLICATION
APPLICATION SUBMISSION CHECKLIST

All applications submitted must conform with Sections 7 & 8 of the *Inland Wetlands and Watercourses Regulations of the Town of Branford* (the *Regulations*), adopted: June 14, 1990, Revised Sept. 13 2007.

- 1. **Application**: Completed original & eleven (11) copies - Town of Branford Inland Wetland Application form
- 2. **Plans Sets**: As required in section 7.4 of the *Regulations*; three (3) full size & eleven (11) reduced copies.
 - Existing Conditions**: to include but not limited to location map, Assessor's Map/Block/Lot, all existing structures, wetlands within upland review distance from the property line with wetland flags numbered and soil scientist and licensed land surveyor identified, contour lines at 2' interval or less, identification of public water supply watersheds, north arrow, location of 100 year flood zone
 - Site Plan**: to include existing and proposed site conditions including but not limited to final grading, buildings and impervious surfaces; identify scope of work; include access route for machinery.
 - Drainage and Utilities with details**: proposed soil erosion and sediment control measures; proposed drainage systems & regulated areas that will receive storm water and/or describe in narrative; percolation and test pit locations; other management practices and mitigation measures.
 - Grading Plan**: including existing and proposed
 - Soil and Sedimentation Control**: proposed soil erosion and sedimentation control, and other management practices & mitigation measures
 - Landscape Plan**: specify genus/species, size, short & long term maintenance, no invasive species
 - Details Sheets and Other plans**: pertinent information required not limited to plan & profiles, lighting project phasing and subdivision
 - Alternatives**: which would cause less or no environmental impact to wetlands and/or watercourses & why alternative was not chosen
 - Other pertinent information as required by the *Regulations*
 - Signed and sealed as required
- 3. **Project Narrative**: twelve (12) copies describing:
 1. Purpose & description of project and proposed activities
 2. Alternatives considered and why they were rejected in favor of the proposed plan
 3. Best management practices & mitigation measures which have been considered and are proposed
- 4. **Soil Scientist Report and Sketch**: signed original and 11 additional copies
- 5. **Drainage Calculations/Report**: 2 full reports and 11 copies of summary if applicable
- 6. **Test pit percolation reports**: 12 copies if applicable
- 7. **Tax map**: showing adjacent property owners, two (2) copies
- 8. **Names and addresses of adjacent property owners**: two (2) copies
- 9. **Connecticut DEEP Statewide IWW Activity Reporting Form**: original copy
- 10. **Application Fee**: See section 19 of the *Regulations*

- In order for any emailed documents or communications to become part of the application filing, they must also be submitted to the Agency on paper.
- Plans prepared by an engineer or surveyor must be signed and sealed.
- Any required copies not submitted can be made by the Inland Wetlands Agency at a rate of \$0.50 per page for anything sized 11x17 or smaller. Copies of full size plan sets are \$5.00 per page.

At the discretion of the Agency or its Duly Authorized Agent, or if the proposed activity may have a Significant Impact, additional information per Section 7.8 of the *Regulations* must be submitted.