

SECTION 7
APPLICATION REQUIREMENTS

- 7.1 Any person wishing to undertake a regulated activity shall apply for a permit on a form entitled "Town of Clinton, Inland Wetlands and Watercourses Commission – Application for a Permit". An application shall include an application form and such information as prescribed by Section 7.3 and, in the case of a significant activity, by Section 7.4 of these Regulations. Application forms may be obtained in the Office of the Inland Wetland Commission, Andrews Memorial Town Hall.
- 7.2 No application shall be deemed complete unless it shall be in such form and contain such information as the Commission deems necessary for a fair and informed determination of the issues. The Commission shall inform the applicant of such necessary information.
- 7.3 All applications shall include the following information in writing:
- 7.3a The applicant's name, home and business address and telephone numbers;
- 7.3b The owner's name, address and telephone number and written consent if the applicant is not the owner of the property involved in the application;
- 7.3c Applicant's interest in the land;
- 7.3d The geographical location of the property which is to be affected by the proposed activity, including a description of the land in sufficient detail to allow identification of the inland wetlands and watercourses, area(s) of wetland or watercourse disturbance, soil type(s) and vegetation;
- 7.3e The purpose and a description of the proposed activity;
- 7.3f Alternatives considered by the applicant and why the proposal to alter wetlands set forth in the application was chosen;
- 7.3g A site plan showing the entire property drawn to scale, existing and proposed conditions in relation to wetlands and watercourses, and any other proposals planned for the property, including lot splits or subdivision;
- 7.3h Limit of Work: shall be a line drawn on the plan(s) labeled as such, that encompasses all the work associated with the proposed project, such as, but not limited to, grading, excavating, planting, building construction and/or any regulated activity. No activity associated with the project may be undertaken beyond this designated limit without the consent of the Commission or its designee.

Inland Wetlands and Watercourses Regulations
of the Town of Clinton

June 1, 2014

702

- 7.3i Names and addresses of adjacent property owners (while this information may be useful to the Commission, notification to adjacent property owners of the pendency of an application is not required by the State Statutes.) The Commission may, at its discretion, require applicants to post notice on the property of the application;
- 7.3j Certification that the applicant is familiar with all the information provided in the application and is aware of the penalties for obtaining a permit through deception or through inaccurate or misleading information;
- 7.3k Authorization for the commissioners and agents of the Commission to inspect the property, at reasonable times, both before and after a final decision has been issued;
- 7.3l Any other information the applicant deems necessary to the understanding of what it is proposing;
- 7.3m Submission of the appropriate fee based on the fee schedule established in Section Nineteen (19) of these Regulations;
- 7.4 If the proposed activity involves a significant activity as defined in Section 2.1 bb of these Regulations, additional information, based on the nature and anticipated effects of the activity, including but not limited to, the following is required:
 - 7.4a Site plans for the proposed use or operation of the property which will be affected drawn by a licensed surveyor or professional engineer registered in the State of Connecticut.
 - 7.4a.1 Existing and proposed conditions.
 - 7.4a.2 Wetland and watercourse boundaries as flagged in the field by a Certified Soil Scientist.
 - 7.4a.3 Mapping of soil types consistent with the categories established by the National Cooperative Soil Survey of the U.S.S.C.S.
 - 7.4a.4 Two (2) foot contours in areas of the proposed regulated activity.
 - 7.4a.5 Limit of Grading: Shall be a line drawn on the plan(s) labeled as such, that encompasses all areas of grading, earthwork, placing of fill, excavation, and/or stockpiling of material associated with the proposed project. This line shall

Inland Wetlands and Watercourses Regulations
of the Town of Clinton

June 1, 2014

703

indicate the point(s) at which all work as described above shall cease. No earthwork, grading, filling, excavating and/or stockpiling shall be conducted beyond this limit without express permission of the Commission or its designee.

- 7.4a.6 All proposed drainage structures, systems, ditches, swales and ponds to be constructed or modified by the proposed project as indicated on the plans shall have typical sections and cross sections drawn to scale on the plans. The typical sections and cross sections shall show the existing and proposed finished conditions.
- 7.4a.7 The term "Grade to Drain" shall not be permitted on the plans. The designer of the project shall use spot elevations and/or a larger scale drawing with contours at the necessary intervals to explicitly show the grading in the area(s) of concern. In the event that the above does not show enough detail to adequately indicate the proposed grading, than cross sections and/or details drawn to scale shall be used to augment the plan deemed necessary by the Commission.
- 7.4b Engineering reports and analyses and additional drawings to fully describe the proposed project and any filling, excavation, drainage or hydraulic modifications to watercourses;
- 7.4c Description of the ecological communities and functions of the wetlands or watercourses involved with the application and the effects of the proposed regulated activities on these communities and wetland and watercourse functions;
- 7.4d A biological evaluation of any wetlands or watercourses pertinent to the proposed activity:
 - 7.4d.1 Dominant botanical species, rare species and forest age classes of flora.
 - 7.4d.2 Habitat value of the affected property for all wildlife species.
 - 7.4d.3 Depth of water table below surface or level of water if inundated.
- 7.4e The effect of the proposed activity or use upon a watercourse within or partly within the affected property including:
 - 7.4e.1 pH or alkalinity/acidity level.

Inland Wetlands and Watercourses Regulations
of the Town of Clinton

June 1, 2014

704

- 7.4e.2 Turbidity or solids in parts per million.
 - 7.4e.3 Bacteria count on coliforms per milliliter.
 - 7.4e.4 Flow, if any, in cubic feet per second.
 - 7.4e.5 Estimate of the changes in items 1 through 4 resulting from the proposed usage.
- 7.4f Measures which would mitigate the impact of the proposed activity. Such measures include, but are not limited to, plans or actions which avoid destruction or diminution of wetland or watercourse functions, recreational uses and natural habitats, which prevent flooding, degradation of water quality, erosion and sedimentation and obstruction of drainage, or which otherwise safeguard water resources;
- 7.5 In addition, the Commission may require such other data as it deems necessary to evaluate the application in light of the purposes and policies of the Regulations including, but not by way of limitation, an impact statement prepared pursuant to Section 4 of these Regulations.
- 7.6 The Applicant shall certify whether:
- 7.6a Any portion of the property on which the regulated activity is proposed is located within 500 feet of the boundary of an adjoining municipality;
 - 7.6b Traffic attributable to the completed project on the site will use streets within the adjoining municipality to enter or exit the site;
 - 7.6c Sewer or water drainage from the project site will flow through and impact the sewage or drainage system within the adjoining municipality; or,
 - 7.6d Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.
- 7.7 Fifteen (15) copies of the complete application shall be submitted to comprise a complete application or as is otherwise directed, in writing, by the Inland Wetland Commission. *(Note: 3 full size and 12 reduced size)*
- 7.8 Any application to extend the expiration date of a previously issued permit shall be filed with the Commission not later than sixty-five (65) days prior to the expiration date for the permit in accordance with Subsections 8.4 through 8.8 of these Regulations. Any application for renewal or extension shall be made in accordance with this Section provided:

Inland Wetlands and Watercourses Regulations
of the Town of Clinton

June 1, 2014

705

- 7.8a The application may incorporate by reference the documentation and record of the original application;
 - 7.8b The application shall state the reason why the authorized activities were not initiated or completed within the time specified in the permit;
 - 7.8c The application shall describe any changes in facts or circumstances involved with or affecting wetlands or watercourses or the property for which the permit was issued;
 - 7.8d The Commission may accept an untimely application to extend the expiration date of a permit if the authorized activity is ongoing and allow the continuation of work beyond the expiration date if in its judgment, the permit is likely to be extended and the public interest or environment will be best served by not interrupting the activity. The application shall describe the extent of work completed at the time of filing and the schedule for completing the activities authorized in the permit.
 - 7.8e The Commission shall evaluate the application pursuant to Section 10 of these Regulations, and grant the application as filed, grant it with any terms or limitations, or deny it.
- 7.9 A Reporting Form shall be completed during the application process which provides the Commissioner of DEP with information necessary to properly monitor the inventory of State wetlands. The Reporting Form shall be part of the application and the specified sections shall be completed by the applicant. These sections shall include the following: name of applicant; name of the project; project description; area of wetlands and/or lineal feet of watercourse proposed to be altered.
- 7.10 The Commission and the applicant may hold a pre-application meeting to determine whether or not the proposed application involves a significant activity. Whenever possible the determination relative to significant activities should be made at the pre-application meeting