

# Wetlands

Requirements for application:

In order to facilitate the Commission's review of proposals, applicants should (at a minimum) submit the following information:

1. Completed application – all information requested on the application should be filled in completely (including utilities pole #). The Commission cannot act on an application without the landowner's signature.
2. Application fee (Unless specified that it is a "preliminary application")
3. Map showing the following:
  - a. Landowner's name, property location and property size
  - b. North Arrow
  - c. Scale (if map is prepared to scale, otherwise a note to this effect)
  - d. Location and dimensions of proposed activity, clearly labeled
  - e. Property lines and distance from closest property to proposed activity
  - f. Location of wetlands, watercourses or water body with measured distance from the edge of wetland, watercourse or water body to the proposed activity clearly shown, labeled and dimensioned
  - g. If a culvert pipe is proposed, the length and size of proposed pipe
  - h. If excavation is proposed, proposed equipment used and proposed location of spoil material
  - i. Erosion and sediment control measures and location – staked haybales, 2-stakes per bale is the preferred method

In addition to the above, the applicant may have wetlands flagged in the field by a Certified Soil Scientist and located on the map submitted with application. NOTE: The Commission may require this information during the review process, submittal in advance can assist the Commission in making its decision in the timeliest manner. For large proposals, engineering drawings and other information may be required

**Site visits:** The Commission visits each site the Saturday prior to the regular meeting (held the Second Monday of the Month). The applicant should have the proposal clearly staked in the field, have any boundary lines in the vicinity clearly marked and be available to meet at the site visit and attend the **6:30 PM meeting**. (PLEASE CHECK WITH THE CLERK AS TO TIME OF MEETING)

A sample application with map is available for review in the Office. Additional questions may be answered by calling (860) 364-0909 Monday – Friday from 7AM until Noon.

**Revised February 2012: Although no action is taken at Site Visits, the applicant may be advised to add, amend or change their application. In order for all Commission members to be able to review any amended application – a written statement of such, along with any amended site map should be submitted to the Office the Monday morning following the site visit. It should be signed by the owner. If not received, the application may be tabled until the next month.**

Town of Sharon  
Sharon Inland Wetlands & Watercourse Commission  
APPLICATION FOR PERMIT

(3) Copies required

\_\_\_\_\_ Pre-Application

\$110 Fee\*\* \_\_\_\_\_ Application

\$160 Fee \_\_\_\_\_ Significant App\*

\*\*Per June Special Session PA 09-03

\*\*State Increase Effective 10/01/2009

*Commission Action:*

*Approved/Denied/Denied w/o Prej*

*Date of Action:*

*Comments:*

Applicant's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Business Add: \_\_\_\_\_

Telephone: \_\_\_\_\_ Business: \_\_\_\_\_

Interest in Land: \_\_\_\_\_

(Owner, Contractor, Agent)

Owner's Name (If not applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Required – whether applicant or not

Property Location: \_\_\_\_\_

Assessor's Map / Lot Number: \_\_\_\_\_

Nearest Utility Pole # \_\_\_\_\_ (to activity)

Activity IN wetland/watercourse \_\_\_\_\_ OR Within regulated area \_\_\_\_\_

Amount of proposed disturbance (sq ft or acres) \_\_\_\_\_

Purpose and description of proposed activity:

Alternatives considered:

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**SITE PLAN:** Attach a site plan showing all property lines, wetland or watercourse location, the proposed activity and any erosion control measures to be taken:

Adjacent Property owners/ mailing address of each:

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

**SIWWC Application**  
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\*Significant Activity – Application requirements:

- 7.5 If the proposed activity involves a significant activity as determined by the Commission and/or as defined in Section 2.1.cc of the SIWWC Regulations, ATTACH the following additional information, based on the nature and anticipated effects of the activity, including but not limited to the following:
- a. Site plans for the proposed use or operation and the property which will be affected, which show existing and proposed conditions, wetland and watercourse boundaries, field checked land contours at two (2) foot intervals (unless waived by the Commission), boundaries of land ownership, and other pertinent features of the development drawn by a licensed surveyor, professional engineer or landscape architect registered in the State of Connecticut or by such other qualified person;
  - b. Engineering reports and analyses and additional drawings to fully describe the proposed project and any filling, excavation, drainage or hydraulic modifications to watercourses;
  - c. Mapping of soil types consistent with the categories established by the National Cooperative Soil Survey of the U.S. Soil Conservation Service (the Commission may require the applicant to have the wetlands delineated in the field by a soil scientist and that the field delineation be incorporated onto the site plans);
  - d. 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 functions;
  - e. Description of how the applicant will change, diminish, or enhance ecological communities and functions of the wetlands or watercourses involved in the application, and with each alternative, and a description of why each alternative considered was deemed neither feasible nor prudent;
  - f. Analysis of chemical or physical characteristics or any fill material;
  - g. Measures which 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.