



**CITY OF WATERBURY  
INLAND WETLANDS  
AND WATERCOURSES COMMISSION  
APPLICATION FOR PERMISSION TO CONDUCT  
A REGULATED ACTIVITY**

(In accordance with Sections 22A-36 to 22A-45, inclusive of the Connecticut General Statutes and Public Act 73-571 and the Ordinance and Regulations of the Waterbury Inland Wetlands & Watercourses Commission.)

**INSTRUCTIONS:**

All applications must complete all of this application form for preliminary review. The Commission will then notify the applicant of any additional information that may be required and schedule a Public Hearing if necessary. In addition to the information supplied, the applicant may submit other supporting facts or documents which may assist the Commission and its evaluation of this proposal. (Refer to Section 7 of the Inland Wetlands and Watercourses Regulations found on the City's website; [www.waterburyct.org](http://www.waterburyct.org).)

<b>Fee: \$ 310.<sup>00</sup> If No Public Hearing</b> <b>\$ 660.<sup>00</sup> If Public Hearing is Held</b> <b>Includes \$60 State Fee</b>
--

<b>APPLICANTS ARE ENCOURAGED TO SCHEDULE A PRE-APPLICATION MEETING WITH STAFF TO REVIEW APPLICATION COMPLETENESS AND COMPLIANCE WITH FILING REQUIREMENTS</b>
--

**PROPERTY INFORMATION:**

**ADDRESS:**

**MAP-BLOCK- LOT:**

**DATE:**

**APPLICANT:**

Name:	<input type="text"/>
Address:	<input type="text"/>
City, State, Zip	<input type="text"/>
Phone:	<input type="text"/>
Fax:	<input type="text"/>
Email	<input type="text"/>

**PROPERTY OWNER:**

Name:	<input type="text"/>
Address:	<input type="text"/>
City, State, Zip	<input type="text"/>
Phone:	<input type="text"/>
Fax:	<input type="text"/>
Email	<input type="text"/>

Questions concerning completion of this form may be directed to:

The Waterbury Inland Wetlands & Watercourses Agency  
26 Kendrick Avenue; Waterbury, CT 06702  
Telephone: (203) 574-6817 / Fax: (203) 346-3949

Applicants Interest in Property (please check)

Owner                     
  Lessee                     
  Lease Holder  
 Other (Specify) \_\_\_\_\_

If the proposed regulated activity affects multiple parcels, please attach as many SUPPLEMENTAL INFORMATION SHEETS as necessary to identify all parcels.

Is the property within 500 feet of one or more municipalities?  Yes     No  
 If Yes, Names of Municipalities: \_\_\_\_\_

**MAP INFORMATION:**

Map Name:	
Map Address;	
Original Date;	
Dates of Revisions:	
Scale:	
Surveyor:	
Soil Scientist	
Assessor's ID # Map-Block-Lot	

**ACTIVITY INFORMATION:**

**ACTIVITY TYPE (check)**

- |  |  |  |                                |
|--|--|--|--------------------------------|
| <input type="checkbox"/> Filling               | <input type="checkbox"/> Underground Activity  | <input type="checkbox"/> Drainage Improvements                     | <input type="checkbox"/> Other |
| <input type="checkbox"/> Excavation or grading | <input type="checkbox"/> Roadway Construction  | <input type="checkbox"/> Pond Dredging / Dam                       |                                |
| <input type="checkbox"/> Land Clearing         | <input type="checkbox"/> Stream Channelization | <input type="checkbox"/> Stream Clearance                          |                                |
| <input type="checkbox"/> Culverting            | <input type="checkbox"/> Stream Clearance      | <input type="checkbox"/> Activities in 100 Foot Upland Review Area |                                |

**ACTIVITY PURPOSE (check)**

- |  |  |
|--|--|
| <input type="checkbox"/> Residential Improvement by Homeowner                  | <input type="checkbox"/> Agriculture, Forestry or Conservation |
| <input type="checkbox"/> New Residential Development for Single Family Units   | <input type="checkbox"/> Wetland Creation / Restoration        |
| <input type="checkbox"/> New Residential Development for Multi Family / Condos | <input type="checkbox"/> Storm water / Flood Control           |
| <input type="checkbox"/> Erosion / Sedimentation Control                       | <input type="checkbox"/> Commercial / Industrial Uses          |
| <input type="checkbox"/> Municipal Improvements                                | <input type="checkbox"/> Utility Company Improvements          |
| <input type="checkbox"/> Recreation / Boating / Navigation                     |  |

**IMPACT OF PROPOSED ACTIVITIES**

Area of Wetlands & Watercourses Altered:  Square Feet

Soil Types (if available)		
Soil Type	Sq. Ft.	Acres

Altered Area (specify only if soil type is not available)		
Wetland Type	Sq. Ft.	Acres
Swamp		
Marsh		
Bog		
Open Water		
Wooded Wetland		

Linear Feet of Stream Alterations (total length of watercourse effected)  Linear Feet

Area of Wetlands & Watercourses Created  Square Feet



## CITY OF WATERBURY INLAND WETLANDS PERMIT SUBMISSION REQUIREMENTS

Please submit eleven copies of the application and eleven copies of all maps plans and drawings to the IWWC Coordinator care of the City Planning Department.

### ALL APPLICATIONS

- Application Form (11 Copies)
- 7.4 I. Fees: \$250 (No Public Hearing); \$600 (Public Hearing is required) Plus \$60 State Environmental Fee
- 7.4 a. The applicant's name, home, and business address and telephone numbers;
- 7.4 b. 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;
- 7.4 c. Applicant's interest in the land;
- 7.4 d. The geographical location of the property which is to be affected by the proposed activity, including but not limited to a description of the land in sufficient detail to allow identification of the inland wetlands and watercourses, a computation of the area(s) (in acres or square feet) of wetland or watercourse disturbance, soil type(s) and vegetation;
- 7.4 e. The purpose and description of the proposed activity and proposed erosion and sedimentation controls and other management practices and mitigation measures which may be considered as a condition of issuing a permit for the proposed regulated activity including, but not limited to, measures to (1) prevent or minimize pollution or other environmental damage, (2) maintain or enhance existing environmental quality, or (3) in the following order of priority: restore, enhance and create productive wetland or watercourse resources;
- 7.4 f. Alternatives considered by the applicant and why the proposal to alter wetlands set forth in the application was chosen;
- 7.4 g. A site plan showing the proposed activity' and existing and proposed conditions in relation to wetlands and watercourses and identifying any further activities associated with or reasonably related to the proposed regulated activity and which are made inevitable by the proposed regulated activity and which may have an impact on wetlands or watercourses;
- 7.4 h. Names and addresses of all property owners who abut the property, and all property owners whose property is directly across the street from the property which is the subject of the public hearing using the assessor's records and maps.
- 7.4 i. Certification that the applicant is familiar with all the penalties for obtaining a permit through deception or through inaccurate or misleading information;
- 7.4 j. Authorization for the commissioners and agents of the Agency to inspect the property, at reasonable times, both before and after a final decision has been issued;
- 7.4 k. Any other information the Agency deems necessary to the understanding of what the applicant is proposing;
- 7.4 m. What the property to be affected by the proposed abutting contains.
- 7.4 n. A reporting form shall be completed during the application process which provides the Commissioner of the DEP with information necessary to properly monitor the inventory
- 7.6 Certification as to whether any portion of the property on which the regulated activity is proposed is located within 500 feet of the boundary line of an adjoining municipality; or whether traffic attributable to the completed project on the site will use streets within the adjoining municipality to enter or exit the site; or whether sewer or water drainage from the project site will flow through and impact the sewage or drainage system within the adjoining municipality; or, whether water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.

**ADDITIONAL ITEMS IF DETERMINED TO BE A SIGNIFICANT ACTIVITY**

- 7.5 a. Site plans for the proposed use or operation and the property will be affected, which show existing and proposed conditions, wetland and watercourse boundaries, land contours, boundaries of land ownership, proposed alterations and uses of wetlands and watercourses, 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; including the flagging of the wetlands by a certified soil scientist. A wetland delineation map prepared to the A2 Survey standards must be submitted electronically (Autocad Files) and by hard copy.
- 7.5 b. Engineering reports and analyses and additional drawings to fully describe the proposed project and any filling, excavation, drainage or hydraulic modifications to watercourses;
- 7.5 c. Mapping of soil types consistent with the categories established by the National Cooperative Soil Survey of the U.S. Soil Conservation Service (the Agency 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);
- 7.5 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;
- 7.5 e. Description of how the applicant will change, diminish, or enhance the 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;
- 7.5 f. Analysis of chemical or physical characteristics of any fill material;
- 7.5 g. Measures that 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 h. Hydrology study: The applicant shall submit in full the following:
  - 1. Pre and post development hydraulic calculations based upon maximum storm frequencies of ten, twenty-five and fifty-year intervals and all stream channels, ponds, and detention basins with a watershed above fifty (50) acres should be designed on a fifty and one-hundred year storm frequency.
  - 2. Map of drainage areas utilized in the design
  - 3. End treatment of storm sewer outlets if discharged velocities exceed 3 cfs, including construction details, cross sections and profiles of affected areas including road layout profile.
  - 4. Projected effect of activity upon entire watershed.
- 7.5 i. Alternatives: Alternatives considered by the applicant and why the proposal to alter wetlands set forth in the application was chosen;
- 7.5 j. Management Practices and Mitigation: Other management practices and mitigation measures which may be considered as a condition of issuing a permit for the proposed regulated activity including, but not limited to, measures to: a) prevent or minimize pollution or other environmental damage, b) maintain or enhance existing environmental quality, or c) in the following order of priority: restore, enhance, and create productive wetland watercourse resources.

**PUBLIC HEARING NOTIFICATION REQUIREMENTS:**

**NEARBY PROPERTY OWNER INFORMATION**

You must prepare a list AND mailing labels for:

- (1) All property owners who own property which is the subject of a public hearing regarding an application and...
- (2) All property owners who own property, in whole or in part, within 500 feet of the boundary of any property subject to the application.

Property owners above refers to the owners of the land. The names and addresses of the property owners above shall come from a list prepared by your surveyor using the Assessor's records and maps.

The City MUST mail postcards to the property owners at least 15 days prior to the public hearing.

**PROPERTY SIGN REQUIREMENT**

- (1) Signs will be provided by the City Planning Department. A \$500 refundable deposit per sign is required and will be returned when the sign is returned in good condition.
- (2) A sign must be posted on every paved street frontage of the area which is the subject of a Public Hearing.
- (3) Multiple signs must be posted no further than 500 feet apart along any single frontage.
- (4) Sign(s) must be placed in close proximity to the street or highway with a clear and unobstructed visibility to the passing public.
- (5) The applicant shall place said sign(s) fifteen full days prior to the day of the Public Hearing commences and reasonably maintain such signs until the day following the close of the Public Hearing.
- (6) The applicant shall remove required signs after the close of the Public Hearing.
- (7) Complete the attached affidavit indicating compliance with the foregoing requirements regarding sign placement. Have you signature notarized and return the notarized document when you return the sign.
- (8) Failure to post and / or maintain said signs shall be cause for the Commission to deem an application as incomplete. Failure to file the affidavit may provide a basis for a future challenge to your permit.

**PUBLIC HEARING SIGN DEPOSIT**

Project: \_\_\_\_\_ Date Signs Received: \_\_\_\_\_

Number of Signs: \_\_\_\_\_ Amount of Deposit: **\$500.<sup>00</sup>**

Hearing Open Date: \_\_\_\_\_

I the undersigned agree to post notification signs on the subject property in accordance with all appropriate regulations. I will return said signs within three business days of the close of all pending public hearings and/or the termination of the related application process, whichever occurs first. Failure to return said signs shall cause forfeiture of the above deposit. I further give permission to the City of Waterbury to enter my property to retrieve said signs after three business days of the close of all pending public hearings and/or the termination of the related application process, whichever occurs first.

Applicants Signature: \_\_\_\_\_

Printed Applicants Name: \_\_\_\_\_

Date signs Returned: \_\_\_\_\_ Number of signs returned: \_\_\_\_\_

Signature below indicates receipt of returned deposit:

Applicants Signature: \_\_\_\_\_ Printed Applicants Name: \_\_\_\_\_

**OWNER'S & APPLICANT'S CERTIFICATION:**

The undersigned property owner and applicant hereby consent to necessary property inspections of the above-mentioned property by members or agents of the Inland Wetlands Commission, at reasonable times, both before and after the permit in question has been acted upon. In the event the Commission decides to hold a special meeting for the purpose of a site inspection, the undersigned property owner and applicant agree to allow the general public on the property for the purpose of attending said special meeting. The undersigned property owner and applicant swears that the information supplied in the completed application is accurate, to the best of his/her knowledge and belief and is aware of the penalties for obtaining the permit through deception, inaccurate or misleading information.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**SOIL SCIENTIST'S CERTIFICATION**

I, hereby attest that the limits of the wetlands and watercourses shown on the map or maps submits with this application are accurate.

Signature of Soil Scientist: \_\_\_\_\_ Date: \_\_\_\_\_

**SOIL SCIENTIST:**

Name:

Address:

City, State, Zip

Phone:

Fax:

Email


**“IMPORTANT INFORMATION”**

**The duration of any permit shall be for five (5) years unless otherwise specified in the permit or extended by the proper Agency. Unless it is renewed by the proper Agency, the permit shall expire if the activity authorized therein is not initiated within two (2) years from the date the permit was issued. Permit renewal and extension shall be at the discretion of the proper Agency and may be subject to the calling of an additional public hearing. All permits shall expire upon the completion of the acts specified therein.**

**The applicant shall at the time of applying to the local agency see all necessary permits from the State of Connecticut Department of Environmental Protection and The Army Corps of Engineers.**



CITY OF WATERBURY  
LAND USE APPLICATION  
SUPPLEMENTAL PAGE FOR  
PROPERTY INFORMATION

*Attach as many copies of this page as necessary to identify all properties subject to your land use application.*

**PROPERTY:**

ADDRESS:   
TAX ID:

**PROPERTY OWNER:**

Name:   
Address:   
City, State, Zip   
Phone:   
Fax:   
Email

Property Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Certifies authorization for petition and permission to enter the property in connection with the application)

**PROPERTY:**

ADDRESS:   
TAX ID:

**PROPERTY OWNER:**

Name:   
Address:   
City, State, Zip   
Phone:   
Fax:   
Email

Property Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Certifies authorization for petition and permission to enter the property in connection with the application)

**PROPERTY:**

ADDRESS:   
TAX ID:

**PROPERTY OWNER:**

Name:   
Address:   
City, State, Zip   
Phone:   
Fax:   
Email

Property Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Certifies authorization for petition and permission to enter the property in connection with the application)



Complete the attached affidavit indicating compliance with the foregoing requirements regarding sign placement. Have your signature notarized and **return the notarized document when you return the sign.** Failure to post and/or maintain said signs shall be cause for the Commission to deem an application as incomplete. Failure to file the affidavit may provide a basis for a future challenge to your zone change

**AFFIDAVIT**

**POSTING OF SIGNS ON PROPERTIES SUBJECT TO A PUBLIC HEARING**

I, \_\_\_\_\_ (Name of individual or individuals) **herby swear or affirm that the sign(s) provided by the City of Waterbury with regard to an application for**

**a** \_\_\_\_\_ (Type of Application) **concerning an area located at:**

\_\_\_\_\_  
\_\_\_\_\_ (Property Address(es)) **have**

**been posted as described: A sign or signs was/were posted along every street frontage contiguous to the area of the proposed amendment no further than 500 feet from another sign along the same frontage. Every sign was placed in close proximity to the street or highway with a clear and unobstructed visibility to the passing public. Said signs were installed on**

\_\_\_\_\_ (Date sign(s) were installed) **on were reasonably maintained in place until** \_\_\_\_\_ (Date sign(s) were removed).

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**State of Connecticut**

**County of** \_\_\_\_\_ **ss.** \_\_\_\_\_ (Town/City)

**On this the** \_\_\_\_ **day of** \_\_\_\_\_, **20** \_\_\_\_, **before me, (Name of Notary) , the undersigned officer, personally appeared** \_\_\_\_\_ (Name of individual or individuals), **known to me (or satisfactorily proven) to be the person(s) whose name(s)** \_\_\_\_\_ (is or are) **subscribed to the within instrument and acknowledged that** \_\_\_\_\_ (he, she or they) **executed the same for the purposes therein contained.**

**In witness whereof I hereunto set my hand.**

\_\_\_\_\_  
**Signature of Notary Public**  
**Date Commission Expires:** \_\_\_\_\_



## CITY OF WATERBURY DEPARTMENT OF PLANNING STEPS FOR THE IMPLEMENTATION OF AN APPROVED IWWC REGULATED ACTIVITY

This document is provided to assist the applicant with the Special Permit and Site Plan regulatory processes encountered after a Inland Wetlands and Watercourses Commission permit has been obtained.

### **MODIFY DRAWINGS**

- (1) The Applicant shall incorporate all modifications required by the Commission into the plans.
- (2) The Applicant shall insert the text of the Commission approval onto the "IWWC Permit Plan" drawing.

### **ESTIMATE THE COST OF BONDED IMPROVEMENTS AND LIABILITY INSURANCE IF REQUIRED BY THE APPROVAL**

- (1) The Applicant shall provide an estimate of the cost of all items which require submission of a bond or performance guarantee to the City Engineer.
- (2) The Applicant shall obtain the City Engineer's written estimate of the amount subject to the performance guarantee.
- (3) The Applicant shall obtain the City Engineer's written estimate of the amount of liability insurance to be provided.

### **SUBMITTALS**

The Applicant shall submit the following items to the City Planning Department:

- (1) A mylar copy of all drawings including all required modifications.
- (2) The City Engineer's written estimate of the amount subject to the performance guarantee, if
- (3) A Certified Check equal to the amount certified by the City Engineer, payable to the City of Waterbury for deposit in an escrow account.
- (4) A Certified Check equal to the five percent of the amount certified by the City Engineer for the inspection fee.

### **DEPARTMENT ACTIONS**

- (1) The IWWC Agent shall review all materials for completeness and adequacy.
- (2) The IWWC Agent shall schedule a preconstruction meeting after review of all required submittals

### **MODIFICATIONS**

The applicant shall advise the IWWC Agent of any proposed modification to an approved IWWC Permit Plan whether mandated by any subsequent non-IWWC approval or due to field modifications during construction. The Commission shall determine whether the proposed modification requires the filing of a new application or can be granted as a modification of the pre-existing permit.

### **DURATION OF AN IWWC PERMIT**

Any permit issued by the Agency for the development of land for which an approval is required under Section 8-3,8-25 or 8-26 of the Connecticut General Statutes shall be valid for five (5) years provided the Agency may establish a specific time period within which any regulated activity shall be conducted. Any permit issued by the Agency for any other activity shall be valid for not less than two (2) years and not more than five (5) years.

### **ASSIGNMENT OF AN IWWC PERMIT**

No permit shall be assigned or transferred without the written permission of the Agency.

### **STORM WATER MANAGEMENT, EROSION CONTROL AND UNFORESEEN WETLANDS ISSUES**

The permittee shall take such necessary steps consistent with the terms and conditions of the permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands and watercourses. Further the permittee shall immediately inform the inland wetlands and watercourses agency of any problems involving wetlands or watercourses which have developed in the course of or which are caused by the authorized work.