

Town of Chester  
203 Middlesex Avenue  
Chester, Connecticut 06412



telephone: 860-526-0013  
facsimile: 860-526-0004  
www.chesterct.org

## INLAND WETLANDS AND WATERCOURSES AGENCY APPLICATION FOR PERMIT

### THE APPLICATION

The attached application form is intended to make it easy for both you and the Chester Inland Wetlands and Watercourses Agency ("Agency") to ensure all requirements have been met. You will need a permit from this Agency if you are planning any activity which will involve removal or placement of material within 100 feet of an inland watercourse (river, stream, pond, lake, swamp, bog, etc.) or wetland (as defined by soil type – see Agency regulations). There are certain exceptions--mainly agricultural or recreational uses-- but you need to submit an application to the Agency for any of these projected activities. If the planned activity involves removal or deposition of material in tidal wetlands or watercourses, you will need a permit from the Connecticut Department of Environmental Protection and from the U.S. Army Corps of Engineers, and again you will need to inform this Agency. For further assistance, either in determining what is required or in completing this application, talk to the Inland Wetlands Compliance Officer, Anna Sweeney, who may be reached at 526-0013, extension 212 or 526-3671.

### BASIS

The Chester Inland Wetlands and Watercourses Agency is the local agency charged with "preserving and protecting wetlands" in accordance with the Inland Wetlands Act (Sections 22a-36 through 22a-45 of the Connecticut General Statutes, as amended). The wetlands permit system is a measure to prevent the destruction of these valuable areas. Wetlands are extremely important in preserving the high quality of life in Connecticut. (1) They collect, filter, and store water for all our needs; (2) they prevent flow damage by reducing peak flows; (3) they remove nutrients and pollutants, (4) they prevent erosion; (5) they are among the most productive ecosystems, (6) they are critical in helping to maintain the stability of the biosphere by restoring the nitrogen balance, releasing oxygen, and providing diversity of natural systems.

### INFORMATION NEEDED

The attached application form should supply information about the site of the intended activity (with maps and site plan), about the nature of the activity (written description and sketches and engineering drawings, if available), about possible alternatives to the proposed activity. The applicant must also complete Part II of the Statewide Inland Wetlands and Watercourses Activity Reporting Form available online at [www.chesterct.org](http://www.chesterct.org). There is a fee for the permit; see Inland Wetland Agency Fee Schedule at [www.chesterct.org](http://www.chesterct.org).

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## **TIMING**

In order to be formally included on the meeting agenda, your completed application (with ten (10) copies) must be in the Inland Wetlands and Watercourses Agency's mailbox (second floor of Town Hall) by 4:00 PM five (5) working days prior to the next regularly scheduled meeting of the Agency (first Monday of each month, 7:30 PM). Applications may be submitted up until one working day before the next regularly scheduled meeting. However, any application received after five (5) working days prior to the meeting will not be itemized on the agenda. Note that if you are also filing with the Planning and Zoning Commission, you must file with the Agency on or before the day you file your application with the Planning and Zoning Commission.

The Agency will evaluate the proposed activity and try to decide at the regular meeting whether it is a "significant" activity. For proposed activities that are considered to have no significant impact upon wetlands, the Agency must render a decision within 65 days.

For activities that may have a "significant" impact upon wetlands, for which a petition has been received or for which the Agency determines it is in the public interest, a public hearing will be scheduled (See Section 9 of Agency regulations). Additional information and a fee are likely to be required. You may be asked to provide analyses of all possible alternatives to demonstrate that damage to the wetlands cannot be avoided, and that of all damaging alternatives, the proposed one does the least damage. Consult the full Wetlands and Watercourses Agency regulations.

## **TERM OF PERMIT AND RENEWAL**

A permit is given for a period of five years. Application for renewal must be made 65 days in advance of expiration; any changes in activity must be noted.

Revised November 2005  
March 2007

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|                       |                       |
|-----------------------|-----------------------|
| APPLICATION NO. _____ | DATE RECEIVED: _____  |
| FEE PAID: _____       | PERMIT GRANTED? _____ |

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

(Ten [10] copies required with application)

1. NAME OF APPLICANT:

\_\_\_\_\_

HOME ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

BUSINESS ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE NUMBERS:

HOME: \_\_\_\_\_ BUSINESS: \_\_\_\_\_

2. NAME OF PROPERTY OWNER:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_

Owner must sign here to indicate consent with the application if the owner is not the applicant:

\_\_\_\_\_ (signature) \_\_\_\_\_ (date)

3. APPLICANTS INTEREST IN (OR INTENDED USE OF) THE PROPERTY:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. LOCATION OF PROPERTY:

\_\_\_\_\_

(include map and lot number as shown on Assessor's map.) You will also need with each copy of the application one 8 1/2 by 11 inch photocopy of the USGS Quad map. Masters of these are available at both the Town Hall Town Clerk's Office and the Chester Public Library.

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4a. Is any portion of the property located within 500 feet of the boundary of an adjoining town?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, see Section 8 of the Regulations.

5. NAMES AND ADDRESSES OF ADJACENT PROPERTY OWNERS:

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6. DESCRIPTION AND PURPOSE OF PROPOSED ACTIVITY:

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7. Attach a site plan showing existing and proposed conditions in relation to wetlands and watercourses. Site plan(s) must indicate which direction is north, direction(s) of drainage, wetland areas, soil types and vegetation.

8. ON A SEPARATE PAGE(S), LIST ALTERNATIVES CONSIDERED, AND WHY THE PROPOSAL TO ALTER WETLANDS SET FORTH IN THE APPLICATION WAS CHOSEN. (include any other information you deem necessary to the understanding of the proposed application.)

9. Note that for significant activities, additional information listed in Section 7.4 of the Municipal Regulations is required.

10. Applicant to complete Part II of the Statewide Inland Wetlands & Watercourses Activity Reporting Form.

11. CERTIFICATIONS:

a. The undersigned swears that the information supplied in the completed application is accurate, to the best of his/her knowledge and belief. The undersigned 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.

b. The undersigned hereby consents to necessary and proper inspections of the above mentioned property by Agents of the Chester Inland Wetlands and Watercourses Agency at reasonable times, both before and after a final decision has been issued by the Agency.

c. The undersigned certifies that a copy of this application with a copy of the enclosed cover letter (Notice of Application) has been mailed postage prepaid to all adjacent property owners, including those across streets or rights of way.

d. If any portion of the property is located within 500 feet of the boundary with an adjacent town, the applicant certifies that he/she has given written notice of the proposed activity,

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by certified mail, return receipt requested, to the wetland agency in the adjacent town on the same day of filing for an Inland Wetland Permit with the Chester Inland Wetland Agency.

e. If upon receipt of the application the Chester Inland Wetlands and Watercourses Agency determines that the proposed activities constitute a significant activity, as defined by the Inland Wetland Regulations, the applicant shall notify adjacent property owners of the time and location of that hearing at least 15 days prior to the date of the public hearing.

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

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### NOTICE OF APPLICATION

Date: \_\_\_\_\_

To: Abutting Property Owners  
Owners across Street or Rights of Way

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

From: Applicant

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

**Subject:** Application to Conduct a Regulated Activity within an Inland Wetland or Watercourse in Chester, Connecticut.

An application is being made to the Chester Inland Wetlands and Watercourses Agency. Regulations provide that all adjacent property owners must be given notice of all applications. Should you have any questions or comments in writing or in person, they may be directed to the Inland Wetlands and Watercourses Agency, Town Hall, 203 Middlesex Avenue, Chester CT 06412.

**Applicant Name:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

**Location of Property:**

\_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_

**Description of Proposed Activity:**

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