

**TOWN OF MONTVILLE**  
**INLAND WETLANDS APPLICATION CHECKLIST**

N/A

Completed application signed by the property owner. If you are acting on behalf of the property owner than a letter must also be submitted by the property owner stating that you are acting as his/her agent.

Application must have the disturbance area in square feet and acres to include the buffer area, as well as, the wetland area and what type of activity it will be in tabular format.

A narrative describing the activities to take place on the property. This is to include but not limited to:

- Alternatives considered.
- Description of the activity including location and square foot of Disturbance.
- What type of erosion and sediment control will be used?
- If machinery will be used or if work will be done by hand.
- Identify the sub-drainage basin where the proposed activity will occur.

List of abutting property owners and names indicated on plan.

Location of all wells and septic systems of abutting property owners, as well as, any located onsite.

Existing and proposed contours at five foot (5' ) contours.

Location of all designated wetland and watercourse areas by a Certified Soil Scientist. A soils report from the soil scientist shall also be provided along with a live signature and stamp on the plans.

Location of all Flood Zones per Federal Flood Insurance Rate Maps.

Location of all existing and proposed buildings and their uses.

Location of all crossings and storm water drainage systems and their drainage. Calculations based on ten (10) and twenty-five (25) year storms. In addition all points of ground water discharge will also be shown.

Location of all Erosion and Sediment control devices and an Erosion & Sediment control plan.

North arrow and location key at 1"= 1000'.

DEEP Report Form.

The requirements of Section 7.5 shall apply if the proposed activity has been determined **significant**.

- 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, land contours, boundaries of land ownership, proposed alterations and use 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;
- Engineering reports and analyses and additional drawing to fully describe the proposed project and any filling, excavation, drainage or hydraulic modifications to watercourses and the proposed erosion and sedimentation control plan;
- 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 plan);
- Description of how 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 wetlands functions;
- 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;
- Analysis of chemical or physical characteristics of any fill material;
- 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 or degradation of water quality.

**In addition to this checklist, the applicant is also responsible for those items listed in the  
EROSION & SEDIMENT CONTROL CHECKLIST**