

Information Needed To Fill Out Town of Montville Inland Wetlands Application Form

ALL APPLICATIONS ARE DUE IN THE OFFICE FIVE (5) DAYS BEFORE THE REGULARLY SCHEDULED MONTHLY MEETING. MEETINGS ARE HELD THE THIRD (3RD) THURSDAY OF EVERY MONTH AT 7:00 P.M. IN THE TOWN HALL COUNCIL CHAMBERS. FAILURE TO SUBMIT AN APPLICATION IN THIS TIME FRAME WILL RESULT IN THE APPLICATION BEING DELAYED UNTIL THE NEXT MONTH'S MEETING.

SECTION I

1. Name, Address, Phone Numbers.
2. If not the property owner then check appropriate box.

SECTION II

1. Name of Property Owner, Address, Phone Number. If same as applicant leave blank
2. If not property owner, then consent form from property owner indicating that are applying for the application on their behalf is necessary.

SECTION III

1. Name of Engineering Firm and Contact Person.
2. If an engineer is not involved with the project, then leave the space blank.

SECTION IV

1. Name of Law Firm and Contact Person.
2. If an attorney is not involved with the project, then leave the space blank.

SECTION V

1. Address of the property where the activity will be taking place.
2. Contact the Assessor's office to get the following information:
 - a. Map and Lot number.
 - b. Acreage.
 - c. Volume and Page of the deed for the property.
 - d. Adjacent Property Owners.

SECTION VI

1. Wetlands and Watercourse area to be disturbed is the total area of disturbance in square feet. (L X W). **THIS IS VERY IMPORTANT AND NEEDS TO BE FILLED IN OR THE APPLICATION WILL BE DEEMED INCOMPLETE.**
2. Upland Review area is the area fifty (50) feet away from any wetland or watercourse. The area to be disturbed is the total area of disturbance in square feet. (L X W) **THIS IS VERY IMPORTANT AND NEEDS TO BE FILLED IN OR THE APPLICATION WILL BE DEEMED INCOMPLETE.**
3. Indicate when and if the area has been flagged for wetlands and by whom.
4. If there is any disturbance within a watercourse, indicate the linear feet of disturbance.
5. If any new wetlands are to be created indicate the area in square feet.

SECTION VII

1. Indicate the type of project being proposed.
2. Indicate the type of activity proposed. If depositing or removing material indicate the amount in cubic yards.
 - Describe the activity that you are asking permission to do and write it in paragraph form. Please include the following in your report:
 - Where is the activity location and approximately how far is it from a regulated area.
 - **How will the activity be completed?**
 - a. What is the activity?
 - b. What type of machinery will be used or if work will be done by hand.
 - c. What material was used?
 - d. How big of an area.
 - e. If material was brought in, how much.
 - f. If material removed, how much and where taken. Will it be stockpiled and removed, or used to regrade area.
 - g. Why are you asking for the activity?
 - h. Any unique conditions on the property that would not allow you to conduct activity outside of the regulated area.
 - i. Approximate time line from start to completion.
 - j. Be as detailed as possible, this makes it easier for the Commission to understand the activity and also shortens the permit process.
3. Fill in the title and date of the site plan.
4. Provide on a separate piece of paper the description of the project.
5. A list of all supplemental data is to be provided.

SECTION VIII

1. Indicate by filling in the appropriate box the answers to questions 1-10.
2. If you answered yes to any of the questions then additional data as indicated must be provided to the Commission.

Sign and Date the Application.

In addition to the Town of Montville Inland Wetlands Application; please go to the following link:

http://www.ct.gov/deep/lib/deep/water_inland/wetlands/siwwarf.pdf

This is the Statewide Inland Wetlands & Watercourses Activity Reporting Form. Print out, fill in items #7 and #8; include this form with your Inland Wetland Application; the Staff will complete the balance of the form for you.