

TOWN OF WINDSOR, CONNECTICUT  
INLAND WETLANDS & WATERCOURSES COMMISSION

This application form is intended to expedite the work of the Town Staff, the Town Inland Wetlands and Watercourses Commission, and the Applicant. Please check each numbered item below and provide the necessary information where applicable. If not applicable, indicate N/A in the space provided.

\_\_\_\_ 1. **APPLICANT**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell: \_\_\_\_\_

\_\_\_\_ 2. **OWNER OF RECORD**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_ 3. **AGENT** (if different from Applicant or Owner of Record)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Business Address: \_\_\_\_\_

\_\_\_\_ 4. **LOCATION AND DESCRIPTION OF PROJECT PARCEL**

Address: \_\_\_\_\_ Zone: \_\_\_\_\_  
Total Area (acres): \_\_\_\_\_ Map No.: \_\_\_\_\_ Block No.: \_\_\_\_\_ Parcel No.: \_\_\_\_\_  
Is the project parcel within 500 feet of the Windsor Town Line?  Yes  No

\_\_\_\_ 5. **NAME & ADDRESS OF PROPERTY OWNERS** within 100 feet of subject property.

Attach a separate piece of paper if necessary.

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

If a public hearing is required by the Commission, return cards or a certificate of mailing must be provided prior to the public hearing.

\_\_\_\_ 6. **DESCRIPTION OF WETLANDS/WATERCOURSES INCLUDED IN APPLICATION:**

Area of the 100-year floodplain on the property: \_\_\_\_\_ acres.

Total area of wetlands on the property: \_\_\_\_\_ acres.

Total regulated area on the property: \_\_\_\_\_ acres.

Amount of regulated area to be disturbed: \_\_\_\_\_ acres.

Area of wetlands to be disturbed: \_\_\_\_\_ acres.

If wetlands are disturbed, is an equal area available on site for required mitigation?  Yes  No

NRCS Soil Numbers

Description per NRCS & USDA

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

\_\_\_\_ 7. Date the wetlands were located and flagged: \_\_\_\_\_.



**WETLAND/REGULATED AREA CHARACTERISTICS**

\_\_\_\_ 21. Complete the following tables for flora cover and fauna presence:

Flora Type	Percentage of Cover	Three Dominant Species
Trees		
Shrubs		
Herbaceous		
Cultivated or Pasture		
Aquatic		
Other		

Fauna Type	Species Observed/Deduced	Habitat Needed
Reptiles		
Amphibians		
Birds		
Mammals		
Fish		
Other		

Date of the above inventory \_\_\_\_\_

\_\_\_\_ 22. Effect of proposed activity on flora:

\_\_\_\_\_

\_\_\_\_ 23. Effect of proposed activity on fauna:

\_\_\_\_\_

\_\_\_\_ 24. Effect of proposed activity on functional value of wetlands:

\_\_\_\_\_

\_\_\_\_ 25. Effect on current water quality:

\_\_\_\_\_

**SOIL EROSION & SEDIMENTATION CONTROL**

\_\_\_\_ 26. Section from 2002 CT E&S Guidelines or newer Best Management Practice technique to protect regulated area from erosion and sedimentation:

\_\_\_\_\_

\_\_\_\_ 27. Measures to protect the regulated area from the leaching or direct discharge of pollutants generated by the proposed activity: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ 28. Measures to protect the regulated area from increased surface runoff: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ 29. Measures to protect regulated area from the leaching of pollutants generated by proposed activity:  
\_\_\_\_\_

\_\_\_\_\_ 30. Measures to protect regulated area from increased surface runoff hazards: \_\_\_\_\_  
\_\_\_\_\_

**ANALYSIS OF MATERIALS TO BE DEPOSITED AND/OR EXCAVATED**

\_\_\_\_\_ 31. Area of material deposited is \_\_\_\_\_; excavated is \_\_\_\_\_.

\_\_\_\_\_ 32. Volume of material deposited is \_\_\_\_\_; excavated is \_\_\_\_\_.

\_\_\_\_\_ 33. Physical composition (texture, components) of materials to be deposited:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ 34. Chemical compositions of all toxic materials, whether such materials are enclosed in containers or deposited openly: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ 35. Potential chemical reactions of deposited materials yielding toxic products or concentrations of products: \_\_\_\_\_  
\_\_\_\_\_

**SITE PLAN SPECIFICATIONS**

Sheet Size:  18" x 24" or  24" x 36"

\_\_\_\_\_ 36. Title block showing name of development (if any), land owner(s), and developer(s).

\_\_\_\_\_ 37. Date of original drawing and all subsequent revisions; approximate true north point; scale.

\_\_\_\_\_ 38. Name and seal of Professional Engineer and/or Surveyor. All must be licensed to do business in the State of Connecticut.

\_\_\_\_\_ 39. Small key or location map showing relevant streets.

\_\_\_\_\_ 40. Names and locations of adjacent property owners.

\_\_\_\_\_ 41. Survey information including distances with angles or bearings.

\_\_\_\_\_ 42. Existing and proposed contours at not more than **two (2) foot intervals**. In key, indicate symbols used for both.

\_\_\_\_\_ 43. Location and floor elevations of existing and proposed buildings or other structures.

\_\_\_\_\_ 44. Location, size, and composition of sidewalks, off-street parking, and loading areas, including driveway entrances and exits, parking and loading spaces, and traffic islands and barriers.

- \_\_\_ 45. Location of existing and proposed tree stands, shrubs, and other significant vegetation.
- \_\_\_ 46. Source of water supply.
- \_\_\_ 47. Location of all septic tanks, leaching fields, and wells.
- \_\_\_ 48. Location, materials, and sizes of existing and proposed sanitary sewer lines; locate manholes (show grade and invert elevations).
- \_\_\_ 49. Locations, materials, and sizes of existing and proposed storm drainage system; locate existing and proposed manholes and catch basins (show grade and invert elevations).
- \_\_\_ 50. Show drainage for all roof, parking lot, and driveway areas.
- \_\_\_ 51. Show planting schedules for stabilized areas (slopes, etc. – all possible erodible areas).
- \_\_\_ 52. Show the 50' and 150' buffer areas and utility and conservation easements.
- \_\_\_ 53. Locations of all soil borings, percolation pits, test pits, and observation holes.
- \_\_\_ 54. Adequate number of cross-sections illustrating disturbed areas. Cross-sections to include existing and proposed grades, slopes, high water, table (as of January 31-June 1), locations of streams and wetlands.
- \_\_\_ 55. Delineate boundaries of all wetlands, watercourses, and/or floodplains, showing soil type.
- \_\_\_ 56. Indicate soil type for wetland per NRCS/USDA Soil Conservation Service category.
- \_\_\_ 57. Accurate top of stream bed.
- \_\_\_ 58. Flows for 100 year return frequency storms.
- \_\_\_ 59. Plot elevations of 100 year return frequency storms.
- \_\_\_ 60. If stream relocation involved, show original and proposed stream locations.
- \_\_\_ 61. Indicate on same page of plan **all** soil erosion and sediment control plans and all conservation notes.

**ADDITIONAL INFORMATION REQUIRED BY THE IWWC**

- \_\_\_ 62. \_\_\_\_\_
- \_\_\_ 63. \_\_\_\_\_
- \_\_\_ 64. \_\_\_\_\_
- \_\_\_ 65. \_\_\_\_\_
- \_\_\_ 66. \_\_\_\_\_

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.

\_\_\_\_\_  
Applicant/Agent's Signature

\_\_\_\_\_  
Date

The undersigned owner(s) of record consents to the proposed activity as stated in the application and grants permission to the Inland Wetlands and Watercourses Commissioners and their Agents to inspect the subject land, at reasonable times, during the pendency of an application and for the life of the permit.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

Note: *Activities affecting a wetland or watercourse may also require a permit from the Army Corps of Engineers. Before beginning activities, it is recommended that the applicant check with that agency.*

*You may call collect: (617) 894-2400*

*or write: Regulatory Branch  
New England Division  
U.S. Army Corps of Engineers  
424 Trapelo Road  
Waltham, Massachusetts 02154*