

Town of Stratford
Inland Wetland Commission

Application Submittal Requirements

All application documents must be submitted no later than 12 noon of the first Wednesday of the month to be included on the agenda for the regularly scheduled meeting that month. All documents shall be submitted to the Conservation Division Office located at 550 Patterson Avenue, Stratford, Connecticut 06614. Additionally, all documents shall be emailed digitally to Kelly Kerrigan, Environmental Conservation Superintendent, kkerrigan@townofstratford.com.

Eleven (11) Copies of the following:

Complete Application

Soil Scientist Report

Engineering/Drainage Report

Complete Set of Site Plans - 11"x17", folded

One (1) Copy: CT DEEP Statewide Inland Wetlands & Watercourses Activity Reporting Form

One (1) Copy: Complete Set of Site Plans, Full Size, Live Stamp/Signature of Soil Scientist and Professional Engineer of Record

Appropriate Application Filing Fee, Check made out to "Town of Stratford"

All applicants shall submit the information, as described below, to be considered as having a complete application. An incomplete application may be denied by the Inland Wetlands Commission. All applications shall include the following information in writing:

- A. The applicant's name, mailing address, telephone number, and e-mail address;
- B. The owner's name, mailing address, telephone number, e-mail address, and written consent if the applicant is not the owner of the property involved in the application;
- C. Applicant's interest in the land;

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;

E. The purpose and a description of the proposed activity and proposed erosion and sediment 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 watercourses resources;

F. Alternatives considered by the applicant and why the proposal to alter wetlands set forth in the application was chosen;

G. A site plan showing 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 which are made inevitable by the proposed regulated and which may have an impact on wetlands or watercourses;

H. Names and mailing addresses of adjacent property owners;

I. Certification that the applicant 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;

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;

K. Any other information the Agency deems necessary to the understanding of what the applicant is proposing;

L. Submission of the appropriate filing fee based on the fee schedule established in Section 19 of the IWWA regulations

M. A completed CT DEEP reporting form; the Agency shall revise or correct the information provided by the applicant and submit the form to the Department of Energy & Environmental Protection in accordance with Section 22a-39-14 of the Regulations of Connecticut State Agencies.

N. Site plans for the proposed use or operation and the property which will be affected, which shows 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;

O. Engineering reports and analyses and additional drawings to fully describe the proposed project and any filling, excavation, drainage or hydraulic modifications to watercourses;

P. Mapping of soil types consistent with the categories established by the National Cooperative Soil Survey of the U.S. Soil Conservation Service (the Agency requires 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);

Q. 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;

R. Description of how the applicant will change, diminish or enhance the ecological communities and functions of 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;

S. Analysis of chemical or physical characteristics of any fill material;

T. Best Management Practices and other measures designed to mitigate the impact of the proposed activity.