



TOWN OF WINDSOR LOCKS  
**INLAND WETLAND & WATERCOURSE AGENCY**  
APPLICATION FOR PERMIT / NOTIFICATION OF PROPOSED ACTIVITY

DATE OF APPLICATION: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ASSESSOR'S MAP# \_\_\_\_\_ BLOCK# \_\_\_\_\_ LOT# \_\_\_\_\_

\_\_\_\_\_ **ATTACH AN 8 1/2 X 11-INCH LOCATION MAP FOR THE PROPERTY.**

PROJECT DESCRIPTION AND PURPOSE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ALTERNATIVE METHODS CONSIDERED: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **ATTACH A DIAGRAM, DRAWING OR PLOT PLAN OF SUFFICIENT SCALE AND DETAIL TO PORTRAY PROPOSED ACTIVITY.**

**DESCRIPTION OF LAND:** {identify inland wetlands and watercourses (including swamps, marshes, bogs, ponds and similar bodies of water), give area (in acres or square feet) of wetland disturbance, indicate soil type(s) and vegetation}

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

**APPLICANT INFORMATION:**

NAME: \_\_\_\_\_

INTEREST IN LAND:  OWNER  LESSEE  LICENSEE  OTHER \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

HOME PHONE# \_\_\_\_\_

BUSINESS PHONE# \_\_\_\_\_

**PROPERTY OWNER** (If different from applicant)

NAME: \_\_\_\_\_

MAIL ADDRESS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BUSINESS ADDRESS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HOME PHONE# \_\_\_\_\_

BUSINESS PHONE# \_\_\_\_\_

\_\_\_\_\_**ATTACH NAMES & MAILING ADDRESSES OF ADJACENT PROPERTY OWNERS**

ARE YOU APPLYING FOR ANY OTHER PERMITS? \_\_\_\_\_ IF YES, PLEASE LIST.

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

**SELECT AND MARK APPROPRIATE SECTION (s)**

I. Activities for which no permit is required by Windsor Locks Inland Wetlands and Watercourses Commission.

A. The following operations and uses in inland wetlands and watercourses are permitted as of right (section 4.1 of the regulation):

- \_\_\_\_ 1. Grazing, farming, nurseries, gardening and harvesting of crops and farm ponds three (3) acres or less.
- \_\_\_\_ 2. Construction of a residential home for which a Building Permit has been issued prior to July 1, 1987 (Attach copy of valid Building Permit).
- \_\_\_\_ 3. Boat anchorage or mooring.
- \_\_\_\_ 4. Use incidental to maintenance and enjoyment of property presently use for residential purposes (containing a dwelling), such property is equal to or smaller than the largest minimum lot size as required by the Town of Windsor Locks Planning and Zoning Regulations.
- \_\_\_\_ 5. Construction and operation by a water company of a dam, reservoir or other facility necessary for the impounding, storage and withdrawal of water in connection with public supplies.

B. The following operations and uses in inland wetlands and watercourses are permitted as non-regulated, provided they do not disturb the natural and indigenous character of the wetland or watercourse (Section 4.2 of the regulations):

- \_\_\_\_ 1. Conservation of soil, vegetation, water fish or wildlife.
- \_\_\_\_ 2. Outdoor recreation.

- \_\_\_\_\_ C. The proposed activity or use of the property will not affect or alter wetlands or watercourses (documentation may be required in accordance with the Town of Windsor Locks Inland Wetland Regulations.)
- \_\_\_\_\_ D. The use or activity legally existed as of the effective date of the Town of Windsor Locks Inland Wetland and Watercourses Regulations or before July 1, 1974 which ever date is earlier, and does not involve new, additional or expanded activity in a wetland or watercourse ( provide full documentation.)
- \_\_\_\_\_ E. The proposed activity or use is on land which is the exclusive jurisdiction of a State or Federal Agency (provide documentation.)

**II. Activities For Which A Permit May Be Required By The Windsor Locks Inland Wetlands And Watercourses Commission:**

- \_\_\_\_\_ A. Activities within 40 feet of a wetland involving filling, excavation, dredging, clear cutting, grading and excavation, removal or deposition of material, obstruction, construction, alteration or pollution or any other alteration or use which may negatively impact a wetland or wetland system.
- \_\_\_\_\_ B. Activities within 80 feet of a watercourse involving filling, excavation, dredging, clear cutting, grading and excavation, removal or deposition of material, obstruction, construction, alteration or pollution or any other alteration or use which may negatively impact a watercourse or watercourse system.
- \_\_\_\_\_ C. Activities beyond 40 feet from a wetland or 80 feet of a watercourse involving filling, excavation, dredging, clear cutting, grading and excavation, removal or deposition of material, obstruction, construction, alteration or pollution or any other alteration or use which may negatively impact a wetland or watercourse.

**III. Activities for which a permit is required by the Windsor Locks Inland Wetlands And Watercourses Commission:**

- \_\_\_\_\_ Activities in wetlands or watercourses involving filling, excavation, dredging, clear cutting, grading and excavation, removal or deposition of material, obstruction, construction, alteration or pollution within or any other alteration or use of a wetland or watercourse.

**IF NUMBER II HAS BEEN CHECKED:**

**THE AGENCY WILL MAKE A DETERMINATION OF PERMIT NEED.**

**IF NUMBER III HAS BEEN CHECKED:**

**PROVIDE ALL PERTINENT INFORMATION, PLANS AND FEES ALONG WITH THIS FORM AND A LETTER OF APPLICATION FOR PERMIT. APPLICANTS ARE RESPONSIBLE FOR MAILING ALL 12 COPIES OF THIS FORM AND ALL APPLICATION MATERIALS TO THE APPROPRIATE COMMISSION MEMBERS AND STAFF FOR REVIEW.**

**IT IS THE APPLICANT’S RESPONSIBILITY TO CONSULT THE WINDSOR LOCKS INLAND WETLAND AND WATERCOURSES REGULATIONS FOR COMPLETE APPLICATION REQUIREMENTS.**

**AUTHORIZATIONS AND CERTIFICATIONS:**

- a. I/we hereby authorize the commissioners and agents of the Windsor Locks Inland Wetlands Agency to inspect the subject property at reasonable times, both before and after the final decision has been made regarding this application or request.
  
- b. I/we hereby certify that, if a portion of the subject property is located within 500 feet of the boundary of an adjoining municipality, I/we have caused written notice of the proposed activity to be sent to the Inland Wetlands and Watercourses Agency of such municipality by certified mail, return receipt requested, on the date that I/we submitted this application to the Town of Windsor Locks.
  
- c. I/we hereby certify that I/we am/are familiar with the information included in this application and am/are aware that the law provides that any person who commits, takes part in, or assists in any violation of any provision of Sections 22a-36 through 22a-45, inclusive, of the Connecticut General Statutes, including regulations adopted by the Commissioner of Environmental Protection and ordinances and regulations of the Town of Windsor Locks through its Inland Wetlands Agency, shall be assessed a civil penalty of not more than one thousand dollars for each offence. I/we further certify that I/we am/are aware that it is a violation of law to obtain a wetlands permit or ruling through deception or through inaccurate or misleading information.

The undersigned warrants the truth of all statements contained herein according to the best of his/her knowledge and belief:

**APPLICANT**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_  
**Please Print** **Please Sign**

**OWNER** (if different from Applicant)

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_  
**Please Print** **Please Sign**

---

Any “permit” issued under this section for the development of property for which an approval is required under Section 8-3, 8-25, or 8-26 of the Connecticut General Statutes shall be valid for five (5) years. (Site Plan Review by PZC or Subdivision Plan Approval by PZC for example).

Any “permit” issued under this section for any other activity shall be valid for three (3) years.

Unless a permit is renewed by the Agency, the permit shall expire if the activity authorized therein is not initiated within one (1) year from the date the permit was issued.

---

To be completed by the Authorized Agent for the Inland Wetland and Watercourses Commission

_____ Approved by IWWC	Date _____	Vote _____ - _____
_____ Denied by IWWC	Date _____	Vote _____ - _____
_____ No Jurisdiction/No Impact	Date _____	Initial _____