



CITY OF WEST HAVEN, CONNECTICUT
INLAND WETLAND Watercourse AGENCY

City Hall 355 Main Street Third Floor West Haven, Connecticut 06516-0312
Phone 203.937.3580

APPLICATION
INLAND WETLAND WATERCOURSE PERMIT
Conservation & Open Space Permit

THIS APPLICATION IS CONSIDERED INVALID UNLESS

- 1) ALL FIELDS ARE COMPLETE (all pages) and **read by applicant/Property Owner**
- 2) SIGNED BY THE PROPERTY OWNER AND DATED
- 3) SIGNED BY THE WEST HAVEN INLAND WETLAND WATERCOURSE AGENCY OR it's AUTHORIZED CITY PLANNING & DEVELOPMENT AGENT AND DATED.
- 4) FULL APPLICATION FEES ARE SUBMITTED WHEN SUBMITTING APPLICATION.

Application type Inland Wetland Office Use Only

Commercial ☐ or Residential ☐

Standard Two Meeting ☐

Single Meeting ☐

Administrative Approval ☐

Limited Use
(see 9.5.1 regulations)

Restricted Use
(see 9.6.0 9.7.0 regulations)

This section completed after application type is determined by Inland Wetland agency or authorized agent

ANY ACTIVITY WITHIN A WETLAND, WATERCOURSE, OR REGULATED CONSERVATION OR OPEN SPACE AREA WITHOUT A PERMIT SHALL BE SUBJECT TO A \$1,000 PER DAY PENALTY UNTIL A PERMIT IS OBTAINED FOR THAT ACTIVITY PURSUANT TO CGS SECTION 22a-44c. THE APPLICANT SHALL BE RESPONSIBLE FOR ANY THIRD-PARTY REVIEWS AS WELL AS FOR ANY WEST HAVEN CITY ATTORNEY FEES INCURED

Applicant _____

Applicants Address _____

Application Activity Address _____

Property Owner _____

Property Owner Address _____

Email Address _____

Daytime Phone Number of Applicant _____
Party(s) to be Notified by applicant as per West Haven Wetland Inland Watercourse regulations
Address(s) _____

Name of Registered Soil Scientist who delineated the wetlands address _____

____ (Soil Scientist Requirement based on Application type)

**INLAND WETLAND WATERCOURSE
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Soil Scientist Daytime Telephone Number & Email Address

Date of Property Inspection and Flagging of Wetlands

Purpose & Description of Proposal. List all Regulated Activities and area of proposed wetland or watercourse disturbance or conservation / open space areas. Include on separate sheet if necessary additional details of each listed item below.

DO NOT STATE as "SEE ATTACHED"

Alternatives Considered. List alternatives considered and why the submitted proposal was chosen based on application type.(ILWL-Conservation-Open Space)

Checklist. Complete attached checklist and attach to application.

Required Referrals. If you Check YES to any question below, an adjoining municipality must be notified by the applicant by Certified Mail within seven (7) business days of receipt of the application by the City (the date of the next Regular Meeting of the Inland Wetland Agency)..

☐ Yes ☐ No Is the property within 500 feet of an adjoining municipality?

☐ Yes ☐ No Will traffic attributable to the completed project on the site use streets within an adjoining City or Town to enter or exit the site?

☐ Yes ☐ No Will sewer or water drainage from the project site flow through and impact the sewage or drainage system within an adjoining City or Town?

☐ Yes ☐ No Will water run-off from the improved site impacts streets or municipal or private property within an adjoining City or Town?

**INLAND WETLAND WATERCOURSE
CONSERVATION / OPEN SPACE APPLICATION**

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CERTIFICATION

I/WE CERTIFY THAT ALL OF THE ABOVE INFORMATION AND STATEMENTS CONTAINED IN ANY DOCUMENTS SUBMITTED WITH THIS APPLICATION ARE TRUE TO THE BEST OF MY/OUR KNOWLEDGE. I/WE FULLY UNDERSTAND THAT THE INLAND WETLAND AGENCY RESERVES THE RIGHT TO REVOKE ANY PERMIT SHOULD THE INFORMATION CONTAINED HEREIN NOT BE TRUE AND CORRECT OR THAT INFORMATION REQUESTED BY THIS APPLICATION HAS NOT BEEN FULLY DISCLOSED.

SIGNATURE OF PROPERTY OWNER

SIGNATURE OF APPLICANT

DATE

NOTICE: BY FILING THIS APPLICATION, OWNER AND APPLICANT CONSENT TO SITE INSPECTIONS BY CITY STAFF AND/OR COMMISSIONERS

SPECIAL NOTICE AND AGREEMENT

IF SPECIAL ASSISTANCE IS REQUIRED TO EVALUATE ANY PROPOSAL, THE INLAND WETLAND AGENCY MAY, AFTER DUE NOTICE, ENGAGE SUCH CONSULTING SERVICES AND MAY CHARGE THE APPLICANT FOR ALL SUCH EXPENSES REASONABLY AND NECESSARILY INCURRED. AGREEMENT TO SUCH CONSULTING SERVICES, WHICH MAY REQUIRE A DEPOSIT, IS HEREWITH MADE BY:

APPLICANT

City of West Haven application received.

By: _____

Date: _____

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APPLICANT / PROPERTY OWNER AGREES TO ONSITE INSPECTION PRIOR TO
INLAND WETLAND WATERCOURSE AGENCY DECISION
Applicant is responsible to read current city ILWL agency regulations prior to application submission.
All application types require all regulations to be complied with.
Applicant acknowledges agreement by submitting application

update wjk1-11-2022

CITY OF WEST HAVEN, CONNECTICUT

INLAND WETLAND AGENCY

City Hall | 355 Main Street | Third Floor West Haven, Connecticut 06516-0312
Phone 203.937.3580 Fax 203.936.3742 E-Mail: planning@cityofwesthaven.com

INLAND WETLAND WATERCOURSE Conservation & Open Space APPLICATION

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INSTRUCTIONS AND CHECKLIST

Obtain Application Forms from the Planning and Development Department. Sixteen **(16)** folded maps and collated copies of the Application and supporting materials shall be filed unless staff determines prior to filing time that fewer copies are necessary. Check off items below as you complete them. Based on application type not all fields may be required. City Wetland agent will advise which fields or requirements apply. In all circumstances commercial applications are required to complete all fields.

1. APPLICANT PLANS shall include the following information:

- ☐ 24" x 36" or 18" x 24" sheet size, or multiple sheets of these sizes.
- ☐ Location Map at a Scale of 1" = 500'.
- ☐ Names and Addresses of adjacent property owners
- ☐ The geographical location of the property which is to be affected by the proposed activity.
- ☐ Tax Assessor's Map and Parcel number(s) of subject property or properties.
- ☐ Applicant's name, address and telephone number.
- ☐ Applicant's legal interest in the land (i.e., owner, option holder).
- ☐ Property Owner's name owner, home and business address, telephone number(s) and written consent to the proposed activity set forth in the application.
- ☐ Description of existing flora and impact of application on the environment
- ☐ Description of the existing wildlife and effects of this application on habitats.
- ☐ Review and explanation of effect on any flora or fauna listed in the Department of Environmental Protection Endangered Species database.
- ☐ If filling or dredging is proposed:
 - ☐ Calculations of area and volumes to be dredged or filled
 - ☐ Final height or depth of filled area above mean high water level
 - ☐ Grade of slope before and after grading or filling
 - ☐ Calculations for 25, 50 and 100 year storm water drainage
 - ☐ Flood levels including Flood Map Numbers

**INLAND WETLAND
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APPLICATION
INSTRUCTIONS**

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2. INLAND WETLAND PLAN NARRATIVE, which may be included on the site plan map:

Describe the development, modifications including SESC Plan if applicable, and schedule for grading and construction activities, with:

- ☐ Start and completion dates.
- ☐ Schedule of grading and construction activities. ☐ Phasing of project, if applicable.
- ☐ Construction details for proposed SESC measures and storm water management facilities.
- ☐ Sequence for installation and/or application of SESC measures.
- ☐ Sequence for final stabilization of the project site.
- ☐ Installation and/or application procedures for proposed SESC measures and storm water management facilities.
- ☐ Operations and daily maintenance program for proposed SESC measures and storm water management facilities.
- ☐ Individual responsible for monitoring control measures, office address, and 24/7 telephone number(s).
- ☐ Provisions for contingency plan if unforeseen erosion or sedimentation problems arise, including emergency situations caused by storms; any features of the site which may be particularly vulnerable to erosion, such as ridge tops, swales, and soil types and control measures specific to these features.

3. SOIL EROSION AND SEDIMENT CONTROL SITE PLAN MAP(S) shall include the following information:

- ☐ A site plan map(s) at a suggested scale of 1 inch = 40 feet with 1 foot contour intervals, but may be more or less detailed to meet site specific needs, including:
- ☐ A north arrow, street names, scale, date prepared, and name of preparer.
- ☐ Location of proposed development and adjacent properties, including all buildings within 25 feet of the property line.
- ☐ Existing and proposed topography showing one (1) foot contours, including flood zones, wetlands, watercourses, water bodies, and soil types.
- ☐ Existing vegetation and natural resources on site, including major trees (8"+ caliper), proposed changes.
- ☐ Existing structures on site, including paving, fencing, buildings, sidewalks and paths, archaeological sites, etc
- ☐ Proposed alterations including cleared, excavated, filled or graded areas; proposed structures, utilities, roads and, if applicable, new property lines.
- ☐ Location of and design details for all proposed SESC measures and storm water management facilities over the period of construction.
- ☐ Construction details for proposed SESC measures and storm water management facilities.

INLAND WETLAND / CONSERVATION & OPEN SPACE APPLICATION INSTRUCTIONS continued

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4. OTHER INFORMATION

The Agency, the City Engineer, or their designated agent may require additional information in order to properly evaluate the application.

All issued permits are valid for two years. ILWL regulations section 11.8 and CT GS 8.3 allow for extensions based on circumstances. City of West Haven may have additional requirements for Conservation / Open Space Applications

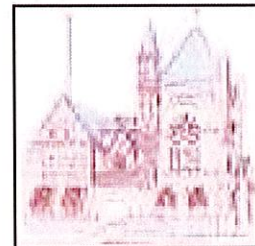
Pursuant to section 22a-39(m) of the General Statutes of Connecticut and section 22a-39-14 of the Regulations of Connecticut State Agencies, inland wetlands agencies must complete the Statewide Inland Wetlands & Watercourses Activity Reporting Form for each action taken by such agency. Incomplete applications or with missing information will be rejected.

Required Connecticut DEEP forms.

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

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CITY HALL 1898-1967

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WJK 1-11-2022

validation

2023	City of West Haven, Connecticut Inland Wetlands Commission	2023
	Meeting Schedule Ads: West Haven Voice or New Haven Register	
Month	Meeting Dates	Application Deadline
January	1/17/23	12/16/22
February	2/14/23	1/13/23
March	3/21/23	2/17/23
April	4/18/23	3/17/23
May	5/16/23	4/14/23
June	6/20/23	5/19/23
July	7/18/23	6/16/23
August	8/15/23	7/14/23
September	9/19/23	8/18/23
October	10/17/23	9/15/2023
November	11/21/23	10/20/2023
December	No Meeting	
January 2024	1/16/24	12/15/2023
* Application deadlines are generally the latest date for submission of a completed application. All applications subject to staff review before official acceptance.		

The Inland Wetlands Commission generally meets on the third Tuesday of each month at 6:30 PM in the Harriet North Room, 2nd Floor, City Hall, 355 Main Street, West Haven, CT 06516 unless otherwise posted.