

**TOWN OF NORFOLK**  
**INLAND WETLANDS AGENCY**  
19 Maple Ave., P.O. Box #552  
Norfolk, CT 06058-0552  
860-542-6804 [mhalloran@norfolkct.org](mailto:mhalloran@norfolkct.org)

Permit#	_____
Fee Paid \$	_____
CT State Fee \$	_____
Check #	_____
Date Paid	_____

### **INLAND WETLANDS APPLICATION**

Recognizing that inland wetlands and watercourses are an indispensable, irreplaceable and fragile natural resource, the Inland Wetlands and Watercourses Act regulates activities in wetlands to provide for their preservation and protection.

This application is required pursuant to Statutes 22a-36 and 22a-45 of the Connecticut General Statutes. Applications received pursuant to the above statute do not relieve the applicant of his/her responsibility for making applications to other local, State or Federal agencies. This includes any approval required by the Connecticut Dept. of Energy & Environmental Protection and the U.S. Army Corps of Engineers. Obtaining such assents, permits, or licenses is the sole responsibility of the applicant.

Location of Property: \_\_\_\_\_

Assessor's MBLU: \_\_\_\_\_ Zone: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

email: \_\_\_\_\_

Property Owner of Record: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

email: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

email: \_\_\_\_\_

Proposed Activity: \_\_\_\_\_

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Application must include one original application (with original signatures) and seven (7) copies of pages 1-3 which will include:

1. A map showing the proposed project's location on the property, including existing structures, driveways, streams, rivers, culverts or other bodies of water and any other significant property features.
2. A brief narrative describing the proposed project including:
  - Quantity of material to be removed and/or deposited and to where it will be removed or stored on the property,
  - Estimated duration of project including time when project will begin and end,
  - Location and description of erosion control measures and other relevant information. (i.e. silt fences, hay bales, etc.)
3. Fee payable to the Town of Norfolk,
4. State of Connecticut DEEP Activity Reporting Form.
5. A copy of the Assessor's card for project property.
6. A list of current abutting property owners and addresses.

As the applicant, I signify that I understand the application materials and procedures and that I have completed this application truthfully and to the best of my ability. I also understand that an incomplete application may be denied and that a permit obtained through inaccurate or misleading information, or through any deception, will be revoked.

I also authorize the members of the Agency and its designated agent(s) to inspect the property involved at reasonable times, with or without notice, both before and after a permit has been issued and throughout the duration of the project.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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UPON RECEIPT OF THIS APPLICATION BY THE INLAND WETLANDS OFFICER, IT WILL BE DETERMINED WHETHER THE PROPOSED ACTIVITY IS INSIGNIFICANT, REQUIRING AGENT APPROVAL ONLY OR, IF A SIGNIFICANT ACTIVITY, REQUIRES AGENCY APPROVAL AND/OR A PUBLIC HEARING.



IF AGENCY APPROVAL IS NECESSARY, AT THE SOLE DISCRETION OF THE INLAND WETLANDS OFFICER, ADDITIONAL INFORMATION, COPIES AND FEES WILL BE REQUIRED.

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Address of Site: \_\_\_\_\_ Application # \_\_\_\_\_

STANDARD CONDITIONS:

1. The Permittee shall notify Mike Halloran at 860-542-6804 immediately upon the commencement of work and upon its completion or a Notice of Violation will be issued.
2. If the authorized activity is not completed within five years from the issuance date of permit, said activity shall cease and, if not previously revoked or specifically renewed or extended, this permit shall be null and void. Any request to renew or extend the expiration date of a permit should be filed in accordance with the Inland Wetlands Regulations of the Town of Norfolk. Expired permits may not be renewed and the Inland Wetlands Commission may require a new application for regulated activities.
3. All work and all regulated activities conducted pursuant to this authorization shall be consistent with the terms and conditions of this permit. Any structures, excavation, fill, obstructions, encroachments or regulated activities not specifically identified and authorized herein shall constitute a violation of this permit and may result in its modification, suspension or revocation.
4. This authorization is not transferable without the written consent of the Inland Wetlands Commission.
5. In evaluating this application, the Inland Wetlands Commission has relied on information provided by this applicant. If such information is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the Permittee may be subject to any other remedies or penalties provided by law.
6. The Permittee shall employ the best management practices, consistent with the terms and conditions of this permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands or watercourses. For information and technical assistance, contact the Wetlands Enforcement Officer. The Permittee shall immediately inform the Commission of any problems involving the wetlands or watercourses that have developed in the course of, or that are caused by, the authorized work.
7. No equipment or material including without limitation, fill construction materials, or debris, shall be deposited, placed or stored in any wetland or watercourse on or off site unless specifically authorized by this permit.
8. This permit is subject to and does not derogate any rights or powers of the Town of Norfolk, conveys no property rights or exclusive privileges, and is subject to all public and private rights to all applicable federal, state and local laws. In conducting and maintaining any activities authorized herein, the Permittee may not cause pollution, impairment, or destruction of the inland wetlands and watercourses of Norfolk.
9. If the activity authorized by the inland wetlands permit involves activity that requires zoning, subdivision approval, special permit, variance, building permits, driveway permits or special exceptions, no work pursuant to the wetlands permit may begin until such approval and/or notice is obtained.

10. The Permittee shall maintain sediment and erosion controls at the site in such an operable conditions as to prevent the pollution of wetlands and watercourses. Said controls are to be inspected by the Permittee for deficiencies at least once per week and immediately after rains. The Permittee shall correct any such deficiencies within 24 hours of said deficiency being found. The Permittee shall maintain such control measures until all areas of disturbed soils at the site are stabilized.

11. The Permittee, Contractor and/or Owner shall conduct all operations at the site in full compliance with this permit, to the extent provided by law, may be held liable for any violations of the terms and conditions of this permit and are responsible for any violation they may be created.

12. Wetland flagging to stay in place during the construction process. Missing flags to be replaced upon the Wetlands Agent's require if required for inspection or enforcement.

13. Cash Erosion and Sedimentation control bond of \$ \_\_\_\_\_ be submitted to the Inland Wetlands Office before construction begins.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FOR IWWA USE ONLY**

Date Application Submitted: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ This application for insignificant Inland Wetlands activity has been approved subject to the following minimum conditions:

\_\_\_\_\_ Bond required: \_\_\_\_\_ Yes \_\_\_\_\_ No Amount: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

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\_\_\_\_\_ This application will require Agency Approval and/or a Public Hearing.

\_\_\_\_\_ Date: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Legal Notice Posted: \_\_\_\_\_ Date of Publication: \_\_\_\_\_

May 2019