

**TOWN OF MANCHESTER
INLAND WETLANDS AGENCY
WETLANDS PERMIT
ADMINISTRATIVE APPLICATION FORM**



The administrative application form may be used for Inland Wetlands Applications when the proposed activity is located in the non-wetlands regulated 100' Upland Review Area and will result in only a minimal impact as determined by the Wetlands Agent. Please review the Inland Wetlands and Watercourses Regulations for complete application requirements.

1. OWNER/APPLICANT INFORMATION

Applicant: _____
Last Name / Legal Entity Name First Name

Street & No.

Town State Zip

Telephone: _____

Fax/Email: _____

Interest in Land:* _____

Agent: _____
Last Name First Name

Company: _____
Legal Entity Name

Address: _____
Street & No.

Town State Zip

Telephone: _____

Fax/Email: _____

***Note: Owner's written consent is required if owner is different from applicant/agent**

2. APPLICATION REQUIREMENTS

- Site Plan (minimum 11" x 17") showing the existing wetlands and the proposed limits of disturbance, grading, and erosion and sedimentation control measures. Visit the Engineering Division Maps & Records Office to obtain the best available mapping.
- GIS Conversion Fee. The developer/owner of any project receiving land use approval within the Town of Manchester may be required to submit a fee to cover digital GIS conversion costs incurred by the Town.
- A completed DEEP Reporting form (available online at https://www.ct.gov/deep/lib/deep/water_inland/wetlands/2019siwwarfpdfformtemplateforweb.pdf or in the Planning Department).
- Seven (7) complete sets of application packet (i.e. application, site plan, and any other attachments).
- A Filing Fee of \$135.00.

3. SITE/ACTIVITY INFORMATION

A. Address of Proposed Regulated Activity:

Street No. Street Name

B. Description of Regulated Area: (proximity of proposed activity to regulated resource and approximate area of disturbance)

C. Description of Regulated Activity:

D. Description of Best Management Practices (BMP's) to mitigate potential impacts and stabilize site following disturbance. *If activity requires disturbance of soils, erosion and sedimentation controls must be provided.*

Signature of Legal Owner of Record or Authorized Agent Print or type name of Owner/Agent Date

I certify that the information contained in this application is correct to the best of my knowledge.

Planning Department Use Only:

Signature of review staff

Date of Approval

Publication Date of Legal Notice

End of Appeal Period