SHELTON INLAND WETLANDS COMMISSION

REQUIREMENTS FOR APPLICATION

PLEASE DO NOT MAKE COPIES OF THE REQUIREMENTS INSTRUCTION SHEETS

Certain activities, which are in or near inland wetlands and/or watercourses within the City of Shelton, are regulated activities, and are prohibited except when licensed by the above Commission or its Agent.

This package consists of the following components: REQUIREMENTS COVER SHEET, which details the content of an application, a PERMIT APPLICATION FORM, that initiates the procedure, and CHECKLIST SHEET that indicates the potential items necessary for the application. The forms are self-explanatory; however, it is strongly recommended that the applicant purchase a copy of the municipal regulations and arrange a preliminary meeting with the Wetlands Coordinator/Enforcement Officer (WCEO) to discuss pertinent areas of concern.

The following are the administrative and regulatory standards for filing applications; effective June 28, 1989 revised 10/15/2003, 1/1/05.

- SHEET SIZE: Sheet size of plans shall be 24" x 36". Composite maps and scale adjustments may be necessary. Sheet size that does not conform may cause delays in your review. Eff.6/28/89
- APPLICATION FEE: An application fee is required in accordance with Section 18 of the Agency's regulations and is to be included at the time of submittal. Eff.6/28/89 revised to January 1, 2005
- APPLICATION PACKETS: Submit application packets two weeks before the regularly scheduled meeting for placement on the agenda. There is a surcharge for missing the filing deadline. An application is comprised of the application form, application fee, and associated site plans. Eff.1/1/99.
- One original set, and ten (10) COPIES of the permit application (revised to 1/00), check list sheet (revised to 1/00) and reports; (2) sets of plans, one with live signatures; and (10) copies of the plan, must be submitted to the agent in accordance with Section 8 of the Commission's regulations. NOTE: The numbers of copies may be less or more depending on the type of application. The applicant may save significant time and cost by checking with this office. Eff.9/1/99
- Applications FAILING STANDARDS or LACKING any required SIGNATURES may cause delays or negative action. Eff.6/28/89
- Applicants are required to complete part two of the statewide inland wetlands and watercourses reporting form and attach it with the original application. Effective 8/8/01
- Buffer or upland review applications have different submittal requirements. These requirements include but not limited to sheet size, legal notices and notices to land records. Check with this office for specific criteria.
- For projects involving parcels in excess of 5 ACRES OR 5 LOTS, please note the following: It is the goal of the Shelton Inland Wetlands Commission to provide zero increase in runoff based upon sound engineering principles. It is also the goal of the Commission to realize no net loss of wetland area and function by avoidance, minimization, and mitigation of regulated activities. The Commission has adopted its regulations with these concepts in mind. The extent to which your proposal reflects these goals will tend to expedite the application process toward a favorable conclusion. Eff.1/1/93
• Applications involving activities within public water supply watershed must notify the Bridgeport Hydraulic Company by certified mail within seven days of submitting an Inland Wetlands application:
  Brian Roach, Aquarion Water Company
  714 Black Rock Road
  P.O. Box 176
  Easton CT 06612
  203-452-3508

• Proposed activities affecting 5000 square feet or more wetland and/or watercourse area require notification to the Army Corps of Engineers. This agency recommends that the applicant consult the Corps before commencing any activity:
  Regulatory Branch, New England Division
  U. S. Army Corps of Engineers
  696 Virginia Road
  Concord, Massachusetts 01742-2751
  (978) 318-8831 toll or 1-800-343-4789 toll-free

• Creation/alteration of ponds/retention basins, stream relocation, and site disturbance of five acres or more is or may be subject to review and permits by the Connecticut DEP. It is the applicant's responsibility to obtain any necessary state approvals.

  Water Resources Bureau
  Department of Energy & Environmental Protection
  79 Elm Street
  Hartford, CT 06106-5127
  (860) 424-3914.

The Agency reminds the applicant that a valid permit is required BEFORE a regulated activity commences. Approvals are valid for Five (5) years from its effective date. Please make any requests for extensions in accordance with Section 7.9 of the Commission's regulations. In submitting this application, the applicant and owner grant Inland Wetland Commission and its agents permission to enter the property for review and inspection purposes.
SHELTON INLAND WETLANDS COMMISSION
APPLICATION FOR PERMIT

PLEASE TYPE OR PRINT NEATLY
==ATTACH EXTRA SHEETS IF NOT ENOUGH SPACE==

1. APPLICATION NAME:

2a. APPLICANT:
CONTACT NAME: (if applicant is a company)
ADDRESS:

TEL: FAX: CELL: EMAIL:

APPLICANT SIGNATURE & DATE:

2b. RECORD OWNER:
CONTACT NAME: (if owner is a company)
ADDRESS:

TEL: FAX: CELL: EMAIL:

OWNER SIGNATURE & DATE:

2c. AGENT NAME:
CONTACT NAME: (if agent is a company)
ADDRESS:

TEL: FAX: CELL: EMAIL:

AGENT SIGNATURE & DATE:

3. PARCEL INFORMATION
3a. STREET NUMBER & STREET NAME:
3b. AREA (acres): 3c. TAX MAP/LOT # 3d. ZONE CLASS #

4. REGULATED AREA & ACTIVITY QUESTIONS (Provide table with totals if multiple areas are involved)
4a. AREA OF WETLANDS/WATERCOURSES ON PROPERTY: (in acres)
4b. AREA OF WETLANDS/WATERCOURSES ALTERED: (in acres)
4c. AREA OF DISTURBANCE WITHIN BUFFER/UPLAND: (in acres)
4d. AREA RESTORED, ENHANCED OR CREATED: (in acres)
4e. NUMBER OF STORMWATER DISCHARGE POINTS:

5. Located in public water supply watershed? (Y or N) If Y; file copy of application with water company.

6. DESCRIBE REGULATED ACTIVITIES: (Attach additional sheets as needed)

OFFICE ONLY CIRCLE TYPE:
INLAND WETLANDS COMMISSION
CHECK LIST SHEET

- The intent of the checklist is to expedite the work of the I/W Commission, Agent and/or other reviewers.
- The Agency considers the checklist part of the application, therefore attach it with your application packet.
- Follow the format of the checklist in your application packet. **PLEASE TYPE ALL RESPONSES.**
- The required information will vary with each proposal, but the applicant should prepare to provide one or all of the following. Please check each item that you have provided in your packet.

A. WATERCOURSE CHARACTERISTICS (provide a table if multiple watercourses are involved)
   - **1. Type of watercourse.** (See regulations) i.e.: perennial stream, intermittent stream, swamp, marsh, bog, shrub, swamp, pond, etc.
   - **2. Average width of watercourse channel.** Existing/Proposed in feet
   - **3. Average width of stream corridor.** (Corridor width = channel width + buffers). Existing/Proposed in feet
   - **4. Length of watercourse involved.** Existing/Proposed in feet
   - **5. Average depth of watercourse involved.** Existing/Proposed in feet
   - **6. Size of pond, lake, marsh, etc. if applicable.** Existing/Proposed as follows:
     - a. Area in acres
     - b. Length in feet
     - c. Width in feet
     - d. Depth in feet

B. WETLAND CHARACTERISTICS (Provide a table if multiple wetland areas are involved)
   - **1. Wetland Soil type** (symbols and description per SCS Soil Survey Classification)

C. SOIL EROSION AND SEDIMENT CONTROL
   - **1. Describe the proposed measures to protect the regulated area on the following items.**
     - a. Erosion and sedimentation.
     - b. Leaching of pollutants generated by proposed activity.
     - c. The direct discharge of pollutants generated by the proposed activity.
     - d. The increased surface runoff hazards.

D. COMPUTATION OF MATERIALS TO BE DEPOSITED AND/OR EXCAVATED
   (Within wetland area and buffer area. Provide tables if multiple impacts are proposed)
   - **1. Size of regulated area and/or buffer proposed for fill or excavation in acres.**
   - **2a. Depth of proposed deposition in feet.**  
   - **2b. Volume in cubic yards.**
   - **3a. Depth of proposed removal in feet.**
   - **3b. Volume in cubic yards.**
   - **4. Total volume of excavated or deposited material in cubic yards.**
   - **5. Describe physical composition (texture, components) of materials to be deposited.**

E. SITE PLAN SPECIFICATIONS
   - **1. Title Block:** shows name of development, land owner(s), and developers(s), date of drawing.
   - **2. Revision Block:** for all dates and types of subsequent revisions.
   - **3. Approximate true north point, scale, (1”=40’ minimum for Grading, Utility, Erosion & Sediment Control plans), bar scale.
   - **4. Construction plan (utilities) and profile to bear seal and personally endorsed signature of the professional engineer, licensed as such by the State Board of Registration for Professional Engineers and Land Surveyors of the State of Connecticut and in accordance with the “Rules and Regulations of the State Board of Registration for Professional Engineers and Land Surveyors”.
   - **5. Certification that the accuracy of the information of the Plan meets the standards for Class A-2 Transit survey established by the Connecticut Technical Council. Such Certification shall bear the seal and personally endorsed signature of the land surveyor.
   - **6. Small key or location map at approximate scale 1”=1000’ showing relevant streets.**
   - **7. Names, and addresses of adjacent property owners.**
   - **8. Existing and proposed contours at two-foot (2’) intervals. Indicate legend symbols for both.**
   - **9. Show ledge outcroppings if apparent.**
   - **10. Show location and floor elevations of existing and proposed buildings or other structures.**
   - **11. Show location, size and composition of sidewalks, off-street parking and loading areas including driveway entrances and exits, parking and loading spaces and traffic islands and barriers.**
   - **12. Location of existing and proposed tree stands shrubs and other significant vegetation.**
   - **13. Indicate source of water supply, locations of wells, water lines.**
14. Location and detail of all septic tanks and leach fields proposed. (Existing structures if available)
15. Location, materials and sizes of existing and proposed sanitary sewer lines; locate manholes (Show grade and invert elevations).
16. Locations, materials, and sizes of existing and proposed storm drainage system locate existing and proposed manholes and catch basins (show grade and invert elevations).
17. Show drainage for all roof, parking lot, foundation and driveway areas.
18. Show planting schedules for stabilization of open drainage swales as well as other disturbed areas.
19. Show all buffer areas, including regulated buffers, easements and rights of way.
20. Show locations of all soil borings, percolation pits and observation holes and the log.
21a. Adequate number of cross-sections illustrating proposed and/or existing regulated disturbed areas. Cross-sections to include existing and proposed grades, slopes, high water table (As of January through June), locations of streams and wetlands.
21b. Plan and profiles of all regulated area crossings to show watercourse, watercourse relocations, wetland boundary, high water table as of January 31 to June 1, existing and proposed grades, slopes, limit of disturbance.
22. Delineate boundaries of all wetlands, watercourses (both edges), floodplains, 100 year Flood Hazard Boundary. Wetland/watercourse boundaries are required on all record maps. Numbered flag locations for wetland/watercourse limits shall show on site plans.
23. Indicate soil type of wetlands as per USDA Soil Conservation Service, Soil Survey.
24. If watercourse relocation is involved, show original and proposed locations.
25. Riprap all drainage inlets and outlets. Dimension the riprap beds and specify type.
27. Show the following ten erosion and sediment control notes and any additional list as warranted.

**EROSION AND SEDIMENT CONTROL PLAN**

In accordance with the agency authorization the permit holder shall:
1. Keep land disturbance to a minimum and schedule stabilization as soon as practical or as directed by the Agency.
2. Install haybale and/or fabric filters at all culvert outlets, and along the toe of all critical cut and fill slopes.
3. Protect stormwater discharges with riprap channels and/or energy dissipaters as necessary or required.
4. Protect catch basins with haybale filters throughout the construction period and until all disturbed areas are thoroughly stabilized.
5. Construct all erosion/sediment control measures in accordance with the standards and specifications of the "Connecticut Guidelines for Soil Erosion and Sediment Control".
6. Install erosion and sediment control measures before construction.
7. Maintain control measures during the construction period.
8. Install additional control measures during the construction period if necessary or required.
9. Remove sediment from control structures and dispose of it in a manner, which is consistent with the intent of the plan.
10. **NAME**

The above named person is assigned the responsibility for implementing the erosion and sediment control plan. This responsibility includes the installation and maintenance of control measures and informing all parties engaged on the construction site of the requirements and objectives of the plan. The responsibility includes the notification to the Inland Wetlands Commission of any transfer of this plan and for conveying a copy of the inland wetland permit if the title to the land is transferred.

**PHONE**
INLAND WETLAND APPLICATION CHECKLIST PAGE 3 OF 3

F. SUPPLEMENTAL INFORMATION
(Complete Section F. only if specifically required)

F.1 GENERAL DATA
   ____ 1. Provide names and complete mailing addresses of all abutting property owners:
   ____ 2. Land Disturbance:
         ____ a. Percentage of parcel area covered by impervious materials (i.e. driveway, sidewalks, buildings, etc.)
         ____ b. Percentage of parcel area to be covered by lawns
         ____ c. Percentage of parcel area undisturbed (NOTE: a + b + c = 100%)
   ____ 3. Watershed Information:
         ____ a. Name of major watershed.
         ____ b. Geographic location within major watershed.
         ____ c. Acres of watershed above activity.

F.2 WATERCOURSE INFORMATION
   ____ 4. a. Probable effect of proposed activity on stream flow
   ____ 5. b. Probable effect of proposed activity on pond/lake surface level
         ____ 5. Peak Storm Water Discharge: 2,5,10,25,50, 100yr. events
         ____ a. Existing/Proposed Flow in cubic feet per second (cfs)
         ____ b. Existing/Proposed Velocity in feet per second (fps)
       ____ 6. Accurate topography of stream bed.
       ____ 7. Water analysis by a certified Sanitary Engineer or other qualified person, of the watercourse within or
          adjacent to the proposed activity indicating:
          ____ a. pH or alkalinity/acidity level.
          ____ b. turbidity or solids in parts per million (PPM).
          ____ c. bacteria count in coliform per milliliter.
          ____ d. flow, if any, in cubic feet per second (cfs).
          ____ e. narrative of the changes in a. – d. because of the proposed activity.

F.3 WETLAND CHARACTERISTICS
   ____ 9. Complete a table of flora similar to the following for the entire wetland area.
           (Provide tables if multiple areas are involved.)
           
           | Cover Type           | Percentage of Cover | Dominant Species |
           |----------------------|---------------------|-----------------|
           | Trees                |                      |                 |
           | Shrubs               |                      |                 |
           | Herbaceous           |                      |                 |
           | Aquatic (including algae) |                |                 |
           | Cultivated or pasture|                      |                 |
           | Other                |                      |                 |

   ____ 10. Describe effects of proposed activity on:
            ____ a. Flora.
            ____ b. Fauna.
            ____ c. Water retention capacity of regulated area.
            ____ d. Water quality.
            ____ e. Groundwater aquifer recharge.

   ____ 11. Biological evaluation of any marsh, swamps or bogs on the property, prepared and certified
            by an ecologist indicating:
            ____ a. dominant botanical species, rare or endangered species and forest age.
            ____ b. habitat value of the affected property for all wildlife species.
            ____ c. water table depth or level of water if inundated.

   ____ 12. Chemical composition of all toxic substances, whether such materials are enclosed in containers or
            deposited openly.
**FEE SCHEDULE**

18.5 WETLAND CERTIFICATE FEES — for decks, sheds, structures, and other activities, etc., shall follow the following schedule, plus applicable permit fees.
- 50.00 for ... 0-249 square feet
- 75.00 for ... 250-999 square feet
- 100.00 for ... 1000-1999 square feet
- 200.00 for ... 2000 square feet and larger

18.6 APPLICATION FEES (THE MAXIMUM APPLICATION FEE SHALL BE $5,000.00)
18.6a Permitted and Non-Regulated Uses — 50.00

18.6b Residential Activities Within Setbacks – 50.00

18.6c Residential Activities In Wetlands Or Watercourses – 100.00

18.6d Residential Subdivisions – 500.00 plus 50.00 per lot

18.6e Commercial Subdivisions – 500.00 plus 100.00 per lot

18.6f Residential Site-Plans (multiple dwelling units) – 500.00 plus 20.00/unit

18.6g Commercial Site Plans –
- 250.00 for ... 0-9,999 square feet plus permit fees
- 500.00 for ... 10,000-49,999 square feet plus permit fees
- 1,000.00 for ... 50,000-99,999 square feet plus permit fees
- 2,000.00 for ... over 100,000 square feet plus 10.00 for every 500 square feet

18.6h Modifications (revisions, extensions, etc.) — 1/2 application-fee plus permit fee for any added impacts

18.7 STATE FEE (all applications) — 20.00 (state requirement)

18.8 PUBLIC HEARING FEE — 500.00

18.9 PERMIT FEES — (any portion over a unit goes to next unit)
18.9a Within Setbacks – 25.00/1,000 square feet

18.9b Within Wetlands and Watercourses – 50.00/1,000 square feet

18.9c Watercourse Alteration (piping and diverting) – 25.00/10 feet

18.9d Stormwater Discharges — 50.00/discharge

18.10 AFTER-THE-FACT SURCHARGE — shall be three times higher than basic fees

18.11 ADD-ON FEE for missing agenda filing deadline — 200.00

18.12 OTHER FEES
MAP AMENDMENTS (25.00)
COPIES (0.50)
REGULATIONS (10.00)
MAPS (5.00)
PROTECTION SIGNS (5.00 each)

EFFECTIVE January 1, 2005
PUBLIC NOTICE
APPLICATION FOR AN INLAND WETLAND BUFFER PERMIT
SHELTON, CONNECTICUT

Public Notice is hereby given that the Wetland Coordinator as agent for the Shelton Inland Wetlands Commission has received the following application for work within inland wetland and/or watercourse buffers. The agent will consider and act on the application as submitted unless an objection is filed within (15) days of this notice to require review of the application by the Inland Wetlands Commission.

Address of proposed activity:
Activity Proposed:
Property Owner’s Name:
Applicant’s Name:
Tax Map/Lot Number:
Application Number & Name:

Details of the application are on file in the office of the Shelton Inland Wetlands Commission, Shelton City Hall.

(Please publish the above notice once in any single newspaper with Shelton distribution and provide a legible 8½”x11” size copy of it to this office. This notice is the responsibility and at the cost of the applicant.)
STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM

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.

This form may be made part of a municipality's inland wetlands application package. If the municipality chooses to do this, it is recommended that a copy of the Town and Quadrangle Index of Connecticut and a copy of the municipality's subregional drainage basin map be included in the package as well.

Please remember, the inland wetlands agency is responsible for ensuring that the information provided is accurate and that it reflects the final action of the agency. Incomplete or incomprehensible forms will be mailed back to the agency. Instructions for completing the form are located on the following pages.

The inland wetlands agency shall mail completed forms for actions taken during a calendar month no later than the 15th day of the following month to the Department of Energy and Environmental Protection (DEEP). Do not mail this cover page or the instruction pages. Please mail only the completed yellow reporting form to:

Wetlands Management Section
Inland Water Resources Division
Department of Energy & Environmental Protection
79 Elm Street, 3rd Floor
Hartford, CT 06106

Questions may be directed to the DEEP's Wetlands Management Section at (860) 424-3019.
INSTRUCTIONS FOR COMPLETING
THE STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM

Use a separate form to report each action taken by the Agency. Complete the form as described below.

PART I: To Be Completed By the Inland Wetlands Agency Only

1. Choose the year and month the Inland Wetlands Agency took the action being reported. If multiple actions were taken regarding the same project or activity then multiple forms need to be completed.

2. Choose ONE code letter to describe the final action or decision taken by the Inland Wetlands Agency. Do not submit a reporting form for withdrawn applications. Do not enter multiple code letters (for example: if an enforcement notice was given and subsequent permit issued - two forms for the two separate actions are to be completed).

   A = A Permit Granted by the Inland Wetlands Agency (not including map amendments, see code D below)
   B = Any Permit Denied by the Inland Wetlands Agency
   C = A Permit Renewed or Amended by the Inland Wetlands Agency
   D = A Map Amendment to the Official Town Wetlands Map - or -
       An Approved/Permitted Wetland or Watercourse Boundary Amendment to a Project Site Map
   E = An Enforcement Notice of Violation, Order, Court Injunction, or Court Fines
   F = A Jurisdictional Ruling by the Inland Wetlands Agency (i.e.: activities "permitted as of right" or activities considered non-regulated)
   G = An Agent Approval pursuant to CGS 22a-42a(c)(2)
   H = An Appeal of Agent Approval Pursuant to 22a-42a(c)(2)

3. Check "Yes" if a public hearing was held in regards to the action taken; otherwise check "No".

4. Enter the name of the Inland Wetlands Agency official verifying that the information provided on this form is accurate and that it reflects the FINAL action of the agency.

PART II: To Be Completed by the Inland Wetlands Agency or the Applicant - If Part II is completed by the applicant, the applicant must return the form to the Inland Wetlands Agency. The Inland Wetlands Agency must ensure that the information provided is accurate and that it reflects the FINAL action of the Agency.

5. Enter the name of the municipality for which the Inland Wetlands Agency has jurisdiction and in which the action/project/activity is occurring.

   Check "Yes" if the action/project/activity crosses municipal boundaries and enter the name(s) of the other municipality(ies) where indicated. Check "No" if it does not cross municipal boundaries.

6. Enter the USGS Quad Map name or number (1 through 115) as found on the Connecticut Town and Quadrangle Index Map (the directory to all USGS Quad Maps) that contains the location of the action/project/activity. Click on the following website for USGS Quad Map information:

   ALSO enter the four-digit identification number of the corresponding Subregional Drainage Basin in which the action/project/activity is located. If the action/project/activity is located in more than one subregional drainage basin, enter the number of the basin in which the majority of the action/project/activity is located. Town subregional drainage basin maps can be found at UConn - CLEAR's website: http://clear.uconn.edu/data/map_set/index.htm

7. Enter the name of the individual applying for, petitioning, or receiving the action.

8. Enter the name and address or location of the action/project/activity. Check if the action/project/activity is TEMPORARY or PERMANENT in nature. Also provide a brief description of the action/project/activity.
Statewide Inland Wetlands & Watercourses Activity Reporting Form

Please complete and mail this form in accordance with the instructions on pages 2 and 3 to:
Wetlands Management Section, Inland Water Resources Division, CT DEEP, 79 Elm Street – 3rd Floor, Hartford, CT 06106

PART I: To Be Completed By the Municipal Inland Wetlands Agency Only

1. DATE ACTION WAS TAKEN:  Year [Click Here for Year]  Month [Click Here for Month]

2. ACTION TAKEN:  [Click Here to Choose a Code]

3. WAS A PUBLIC HEARING HELD (check one)?  Yes ☐  No ☐

4. NAME OF AGENCY OFFICIAL VERIFYING AND COMPLETING THIS FORM:
   (type name)  John R. Cook  (signature) ________________________________

PART II: To Be Completed By the Municipal Inland Wetlands Agency or the Applicant

5. TOWN IN WHICH THE ACTION IS OCCURRING (type name):  Shelton

   Does this project cross municipal boundaries (check one)?  Yes ☐  No ☐

   If Yes, list the other town(s) in which the action is occurring (type name(s)):  ______  ______

6. LOCATION (click on hyperlinks for information):  USGS Quad Map Name:  ______  or  Quad Number:  ______

   Subregional Drainage Basin Number:  ______

7. NAME OF APPLICANT, VIOLATOR OR PETITIONER (type name):  ______

8. NAME & ADDRESS/LOCATION OF PROJECT SITE (type information):  ______

   Briefly describe the action/project/activity (check and type information):  Temporary ☐  Permanent ☐  Description:  ______

9. ACTIVITY PURPOSE CODE:  [Click Here to Choose a Code]

10. ACTIVITY TYPE CODE(S):  [Click for Code],  [Click for Code],  [Click for Code],  [Click for Code]

11. WETLAND / WATERCOURSE AREA ALTERED (type in acres or linear feet as indicated):

   Wetlands:  ______ acres  Open Water Body:  ______ acres  Stream:  ______ linear feet

12. UPLAND AREA ALTERED (type in acres as indicated):  ______ acres

13. AREA OF WETLANDS / WATERCOURSES RESTORED, ENHANCED OR CREATED (type in acres as indicated):  ______ acres

DATE RECEIVED:  PART III: To Be Completed By the DEEP  DATE RETURNED TO DEEP:

FORM COMPLETED:  YES  NO  FORM CORRECTED / COMPLETED:  YES  NO
9. **CAREFULLY REVIEW** the list below and enter **ONE** code letter which best characterizes the action/project/activity. All state agency projects must code "N".

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Residential Improvement by Homeowner</td>
</tr>
<tr>
<td>B</td>
<td>New Residential Development for Single Family Units</td>
</tr>
<tr>
<td>C</td>
<td>New Residential Development for Multi-Family / Condos</td>
</tr>
<tr>
<td>D</td>
<td>Commercial / Industrial Uses</td>
</tr>
<tr>
<td>E</td>
<td>Municipal Project</td>
</tr>
<tr>
<td>F</td>
<td>Utility Company Project</td>
</tr>
<tr>
<td>G</td>
<td>Agriculture, Forestry or Conservation</td>
</tr>
<tr>
<td>H</td>
<td>Wetland Restoration, Enhancement, Creation</td>
</tr>
<tr>
<td>I</td>
<td>Storm Water / Flooc Control</td>
</tr>
<tr>
<td>J</td>
<td>Erosion / Sedimentation Control</td>
</tr>
<tr>
<td>K</td>
<td>Recreation / Boating / Navigation</td>
</tr>
<tr>
<td>L</td>
<td>Routine Maintenance</td>
</tr>
<tr>
<td>M</td>
<td>Map Amendment</td>
</tr>
<tr>
<td>N</td>
<td>State Agency Project</td>
</tr>
<tr>
<td>P</td>
<td>Other (this code includes the approval of concept plans with no-on-the-ground work)</td>
</tr>
</tbody>
</table>

10. Enter between one and four code numbers to best characterize the project or activity being reported. Enter "NA" if this form is being completed for the action of map amendment. You must provide code 12 if the activity is located in an established upland review area (buffer, setback). You must provide code 14 if the activity is located **BEYOND** the established upland review area (buffer, setback) or **NO** established upland review area (buffer, setback) exists.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Filling</td>
</tr>
<tr>
<td>2</td>
<td>Excavation</td>
</tr>
<tr>
<td>3</td>
<td>Land Clearing / Grubbing (no other activity)</td>
</tr>
<tr>
<td>4</td>
<td>Stream Channelization</td>
</tr>
<tr>
<td>5</td>
<td>Stream Stabilization (includes lakeshore stabilization)</td>
</tr>
<tr>
<td>6</td>
<td>Stream Clearance (removal of debris only)</td>
</tr>
<tr>
<td>7</td>
<td>Culverting (not for roadways)</td>
</tr>
<tr>
<td>8</td>
<td>Underground Utilities (no other activities)</td>
</tr>
<tr>
<td>9</td>
<td>Roadway / Driveway Construction</td>
</tr>
<tr>
<td>10</td>
<td>Drainage Improvements</td>
</tr>
<tr>
<td>11</td>
<td>Pond, Lake Dredging / Dam Construction</td>
</tr>
<tr>
<td>12</td>
<td>Activity in an Established Upland Review Area</td>
</tr>
<tr>
<td>14</td>
<td>Activity in Upland</td>
</tr>
</tbody>
</table>

**Examples:** Jurisdictional ruling allowing construction of a parking lot in an upland where the municipality does not have an established upland review area must use code 14, other possible codes are 2 and 10. Permitted construction of a free-standing garage (residential improvement by homeowner) partially in an established upland review area with the remainder in the upland must use code 12 and 14, other possible codes are 1 and 2. Permitted dredging of a pond must use code 11, other possible codes are 12 and 5.

11. Leave blank for **TEMPORARY** alterations but please indicate action/project/activity is temporary under question #8 on the form. For **PERMANENT** alterations, enter in acres the area of wetland soils or watercourses altered. Include areas that are permanently altered, or are proposed to be, for all agency permits, denials, amendments, and enforcement actions. For those activities that involve filling or dredging of lakes, ponds or similar open water bodies enter the acres filled or dredged under "open water body". For those activities that involve directly altering a linear reach of a brook, river, lakeshore or similar linear watercourse, enter the total linear feet altered under "stream". Remember that these figures represent only the acreage altered not the total acreage of wetlands or watercourses on the site. You **MUST** provide all information in ACRES (or linear feet as indicated) including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration.

12. Enter in acres the area of upland altered as a result of an **ACTIVITY REGULATED BY** the inland wetlands agency, or as a result of an **AGENT APPROVAL** pursuant to 22a-42a(c)(2). Leave blank for **TEMPORARY** alterations but please indicate action/project/activity is temporary under question #8 on the form. Include areas that are permanently altered, or proposed to be permanently altered, for all agency permits, denials, amendments, and enforcement actions. Inland wetlands agencies may have established an upland review area (also known as a buffer or setback) in which activities are regulated. Agencies may also regulate activities beyond these established areas. You **MUST** provide all information in ACRES including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no alteration. Remember that these figures represent only the upland acreage altered as a result of an activity regulated by the inland wetlands agency, or as a result of an agent approval.

13. Enter the acres that are, or are proposed to be, restored, enhanced or created for all agency permits, denials, amendments, and enforcement actions. **NOTE** restored or enhanced applies to previously existing wetlands or watercourses. Created applies to a non-wetland or non-watercourse area which is converted into wetlands or watercourses (question #10 must provide 12 and/or 14 as an answer, and question #12 must also be answered). You **MUST** provide all information in ACRES including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. Enter zero if there is no restoration, enhancement or creation.

**PART III: To Be Completed By The DEEP** - Please leave this area blank. Incomplete or incomprehensible forms will be mailed back to the inland wetlands agency.