

## INLAND WETLANDS COMMISSION

19 MAPLE AVENUE, P.O. BOX 552  
NORFOLK, CT 06058 860-542-6804

### Required Information for Inland Wetland Permits

- \_\_\_ 1. **Complete the following** (do not fill in shaded areas):
  - a) Top portion of page 1
  - b) All of page 2
  - c) Enter *Address of Site* on page 3
  
- \_\_\_ 2. **ORIGINAL APPLICATION** with original signatures, **AND Nine (9) COPIES** of pages 1, 2 and 3. Public Hearing may require additional copies at applicant's expense.
  
- \_\_\_ 3. **ORIGINAL AND Nine (9) COPIES** of site plan for the project including the following information (Public Hearing may require additional copies at applicant's expense):
  - \_\_\_ a. Vicinity Map (**mandatory**) showing directions to the site.
  - \_\_\_ b. A map showing the proposed project's location on the property.  
This map must include:
    - Address of the site with location of property lines relative to neighboring properties.
    - Existing structures, driveways, streams, rivers, culverts, or other bodies of water, and any other significant property features.
  - \_\_\_ c. A detailed drawing of the proposed project (which may be combined with map, if appropriate) showing:
    - Dimensions and elevations from above and from the side.
    - Location of erosion control measures (i.e., silt fence, hay bales, etc.).
  - \_\_\_ d. A brief narrative describing the proposed project including:
    - Estimated duration of project including time when project will begin and end.
    - Quantity of material to be removed and/or deposited and to where it will be removed or stored on the property.
    - Description of erosion control measure and other relevant information.
  - \_\_\_ e. Copy of Assessor's card for project property.
  
- \_\_\_ 4. **ORIGINAL** (yellow sheet only) **State of CT DEP Activity Reporting Form** (provided with an instruction sheet and maps – no copies needed; only the original yellow sheet is to be returned!). **Part II must be completed by applicant!**
  
- \_\_\_ 5. Submit **Registration and Authorization Form** if application is for **Docks, Buoys, Swim Floats, Walkways and Boat Lifts**

*The original application must contain all original pages and remain intact. **Nine (9) copies** of pages 1, and 2 and site plan materials are required and must be collated (sorted) and clipped together. **All large drawings MUST be folded to 8 1/2 x 11 sizes. Rolled drawings will not be accepted.***  
*Application forms must be complete!*

NOTE: The Inland Wetlands Commission can deny an application for being incomplete. Also, additional copies of the application and site plan materials may be requested for referrals to outside consultants.