

TOWN OF WESTBROOK
APPLICATION FOR PERMISSION TO CONDUCT A REGULATED
ACTIVITY WITHIN AN INLAND WETLAND OR WATERCOURSE

1. Name of Applicant _____
Address _____
Telephone Numbers _____
E-Mail Address _____

2. Applicant's interest in the Property: Owner ____ Lease ____ Lessor ____ Other ____

3. Name of Property Owner (if not applicant) _____
Address _____
Telephone Numbers _____

4. I (owner) give consent to _____ (name of applicant) to carry out the activity proposed in this application.

(signed by property owner).

5. Location of the property where proposed activity is to occur.
A. Street Address _____
B. Attach assessor's map of the area with Map # _____, Lot # _____
C. Is any portion of property on which regulated activity is proposed located within 500 feet of boundary of adjoining municipality? _____

6. Description of Property – Submit a detailed drawing of the area, showing the geographical location of the property which is to be affected by the proposed activity, including a description of the land in sufficient detail to allow identification of the inland wetlands & watercourses, areas of wetland or watercourse disturbance, soil types and vegetation.

7. Purpose and Description of Activity – Submit a written description (on a separate sheet) of regulated activity and a site plan showing existing conditions and proposed activities in relation to wetlands and watercourses.

8. Acreage of wetlands and watercourses altered:
A. Soil types (if available) _____ acres.

B. If soil type not available, specify area altered as follows:
____ Swamp ____ Acres ____ Bog ____ Acres
____ Marsh ____ Acres ____ Open Water ____ Acres
____ Other ____ Acres

C. Acreage of wetlands or watercourses created _____ acres.

D. Lineal feet of stream alteration _____

E. Total land area of project _____ acres.

- F. Activity purpose (check main purpose);
- Residential improvements by homeowner
 - Agriculture/forestry/conservation
 - New residential development
 - Wetland creation/restoration
 - Commercial/industrial uses
 - Storm water/flood control
 - Municipal improvements
 - Recreation/boating/navigation
 - Utility Co. improvements
 - Routine maintenance

G. List (on a separate sheet) alternatives which have been considered and why the alternatives are not feasible or prudent.

H. Submit any other information necessary to the understanding of what is being proposed.

9. Names and addresses of adjacent property owners (separate sheet).
10. The signature on this application authorizes members and staff of the Town of Westbrook Inland Wetlands Agency to conduct a site walk(s) of the property for the purposes of understanding existing property conditions, which may be necessary in order to make a decision on this application. Such site walk(s) will be conducted at reasonable times.
11. Ten (10) copies of all application materials shall be submitted to comprise a complete application, or as is otherwise directed in writing by the commission.
12. Fees (All checks to be made out to the Town of Westbrook):
 \$75.00 to be paid when filing application for residential;
 \$400.00 to be paid when filing for commercial/industrial;
 \$60.00 separate check for State DEP fee.
 If the IWWC deems this is a significant activity, see Fee Schedule.

**ALL FILING FEES TO BE PAID BEFORE APPLICATION IS SUBMITTED.
 ALL NECESSARY FEES MUST BE PAID BEFORE PERMIT IS ISSUED.**

The undersigned swears that the information supplied in the completed application is accurate to the best of his knowledge and belief, and is aware of the penalties for obtaining a permit through deception or inaccurate or misleading information.

Signature of Applicant _____ Date Filed _____

Application with fee received by Inland Wetlands agent:
 _____ signature _____ date

Under provisions of Inland Wetlands & Watercourses Public Act 87-338 and 87-533 and updated amendments.

**CHECK LIST FOR APPLICATIONS TO THE
INLAND WETLANDS & WATERCOURSES COMMISSION**

Title of project or sub-division and name of property owner.

Name, address, telephone number, State Seal of project engineers and soil scientist.

Location map of site, index map of project if more than one (1) drawing, date of drawings.

North arrow, scale of site plan, scale of all detail drawings, cross-sections or road profiles.

Names of all abutting property owners with intersections of property lines indicated.

Rights-of-way, easement lines, existing edges of pavements indicated.

Locations and sizes of existing and proposed storm drain lines, ditches, drain basins, manholes, head walls, curbs and gutters.

Invert or flow line elevations at pipe ends, head walls, gutter, ditches, or water bodies.

All nearby or on-site water courses, bodies of water, springs, sink holes, natural retention basins.
If none of the above touch directly on the project property, the engineer shall show estimates of distance to such.

Line reflecting 100 foot regulated area.

Existing and proposed contour lines at an interval of two (2) feet.

Calculations for drainage system based for 100-year storm.

Final application drawings shall be submitted in ten (10) copies.

The Commission reserves the right to ask for additional information prior to rendering an approval decision.

APPLICANT SHOULD BE PREPARED TO ANSWER THE FOLLOWING QUESTIONS:

1. Have all of the wetland areas on your property been reflected on your site plan?
Is your plan signed by the soil scientist who delineated the wetlands?
2. Have you drawn in the 100-foot regulated area line around all wetlands & watercourses on your site plan?
3. What type of activities are you proposing in the 100-foot regulated area?
4. Where will stockpiles be stored on your property?
5. Has this property been approved for any building project or been brought before the Inland Wetlands & Watercourses Commission before, when and by whom?
6. Have sedimentation and erosion measures (silt fence/haybales) been shown on your site plan to protect wetlands and watercourses from construction-related impacts.
7. Do you have an alternate plan for your project?
8. Do you know that tree clearing, logging, brush clearing or any type of digging, soil disturbance, or alteration of any kind in the wetland and the 100' regulated area requires a regulated activity permit from the Inland Wetlands & Watercourses Commission?
9. When do you propose to start your project, and how long will it take to complete?
10. Have your sanitary system plans been reviewed by the Sanitarian?
11. What is the distance from the edge of soil disturbance resulting from your project to the nearest wetland or watercourse?

Revised: 12-29-09