



Town of Glastonbury

COMMUNITY DEVELOPMENT • (860) 652-7510 • planning@glastonbury-ct.gov

Application for Regulated Activity in Upland Review Area Permit

Section 12 of the IWWA regulations authorizes the duly authorized agent to issue approval for work within the upland review area, in conformance with Sections 12.1-12.3.

Submit the following application materials to the Office of Community Development:

- 1.) Completed and signed application form.
- 2.) Plot plan showing existing and proposed activity. See description in Section IV below.
- 3.) Narrative detailing the proposed activity, including construction sequence, materials and equipment to be used.
- 4.) Completed CT DEEP *Statewide Inland Wetland & Watercourse Activity Reporting Form*
- 5.) \$100.00 per regulated activity, plus \$60.00 state fee added to the total.
Check payable to: Town of Glastonbury
- 6.) In addition to submitting original documents to the Office of Community Development, provide a digital submission of items #1 - #3 to planning@glastonbury-ct.gov.

FOR OFFICE USE ONLY	
Date Received: _____ / _____ / _____	Publication Name: _____
Publish Date: _____ / _____ / _____	15-day Appeal Expires: _____
Total Fee: _____	Total Fee Paid: _____
Permit Expiration Date: _____	Open Gov #: _____
100' or 150' URA	Disturbance area: _____ sqft. or acres _____

I. PROPERTY ADDRESS: _____

If no street address, Assessor's Map/Block/Lot: _____

II. APPLICANT: _____

Address: _____

Phone: _____ Email: _____

Applicant's interest in the property: Owner__ Lessee__ Agent__ Contractor__

Other _____

III. PROPERTY OWNER (If not Applicant): _____

Address: _____

Phone: _____ Email: _____

IV. PROPOSED REGULATED ACTIVITY:

a. ATTACH Plot plan showing existing and proposed development with accurate measurements, erosion controls, conservation easement, location of wetland soils and watercourses, limit of upland review areas, property lines, zoning setbacks, roads, driveways, utilities including well and septic and public water, utility easements, and topography. Please refer to property survey or town GIS for reference. The information on the GIS is not as accurate as a survey.

<https://gispub2022.glastonbury-ct.gov/Html5Viewer/Index.html?viewer=PublicGISViewer>

b. Project Description and Construction Sequence: _____

c. Proposed project start date: _____ End date: _____

d. Will fill be needed on-site (circle one)? Yes / No If yes, cubic yards _____

e. Proposed area of disturbance in Upland Review Area _____ sqft or _____ acres

f. Will disturbance in Upland Review Area be temporary or permanent (circle one)?

g. Proposed area of disturbance outside of Upland Review Area: _____ sqft or _____ acres

V. PROPERTY DETAILS

a. Existing conditions in the area of proposed work: (ex. Lawn, slope, wooded lot, etc.)

b. Confirm the property contains the following: Conservation Easement _____

Wetland Soil _____ Watercourse _____ Floodzone _____

100' upland review area _____ 150' upland review area _____

c. Will the proposed regulated activity occur within 500-feet of an adjacent Town boundary?

Yes / No If yes, list Town(s): _____

d. Is this project designed to remediate an existing problem? If yes, describe _____

e. Property Serviced By (check one or more): Private Well(s) _____ Municipal Water _____
Private Septic System _____ Public Sewer _____

VI. AUTHORIZATION

The Applicant affirms that the information supplied in this application is accurate to the best of knowledge and belief. As the applicant, I hereby certify that I am familiar with the information provided in this application and I am aware that obtaining a permit through deception or through inaccurate or misleading information will result in a permit revocation and potential enforcement action. The undersigned Applicant hereby consents to necessary and proper inspection of the above-mentioned property by the Town of Glastonbury Office of Community Development, Inland Wetlands Agency and/or its agents at reasonable times both before and after the permit in question has been granted or denied.

I understand the permitting process:

- (1) complete application
- (2) the Office of Community Development will issue the applicant a publication notice and it is the applicant's responsibility to publish this notice in a newspaper with general circulation in Glastonbury within ten (10) days of receiving the notice and incur the cost(s) of publication. Applicant is responsible to notify this office of the publication name and date published. Town staff may request the applicant provide a receipt or copy of published notice.
- (3) await the state required 15-day appeal period beginning on the date of the published notice, (the project may not commence until the 15-day appeal period has passed without any appeals being filed).
- (4) after the 15 day appeal period, Office of Community Development staff will confirm no appeals have been filed and the permit will then become effective.
- (5) the stipulations detailed in the permit will be adhered to and best management practices to prevent erosion and sedimentation will be employed.

Any additional site work outside of the scope of this application will require a separate permit application and associated fees.

Applicant's Printed Name: _____

Signature: _____ Date: _____