

**TOWN OF EAST GRANBY
GUIDE TO INLAND/WETLANDS AGENCY
CONSERVATION COMMISSION APPLICATIONS**

This form is a guide for application procedures and information required in making application to the above referenced agency.

1. If any of the following regulated activities are anticipated into a wetland/watercourse or within the one hundred (100) foot upland review area, application must be made to the Inland/Wetlands Agency:
 - Removal of material from
 - Deposition of material in
 - Obstruction of
 - Construction in
 - Alteration of
 - Pollution of
 - Or discharge into
2. The application must be submitted to the Building Department on the Friday before the Wednesday regularly scheduled meeting for the Agency to consider acceptance of the application at that scheduled meeting. A public hearing will be set within 65 days of the official receipt date. If no hearing is required, the application shall be heard at the next scheduled meeting after the official meeting receipt date.
3. No fewer than twelve (12) complete sets (including the application form) of the application and all information required by the Commission shall be furnished by the applicant (13 sets if a public hearing is required).
4. Drawings should include:
 - two (2) foot contours (although five (5) foot will be accepted),
 - indication of wetland boundaries as shown on the Town Wetlands map,
 - one hundred (100) foot upland review area from the wetlands line,
 - differentiation of poorly drained, very poorly drained and flood plain soils,
 - scale drawings to either 100, 50, 40 or 20 foot and
 - details of planned erosion & sedimentation control methods,
 - details to clearly explain the proposed activity.
5. If the applicant is submitting to both the Planning & Zoning & Inland/Wetlands/Conservation Commission, all information submitted to one agency shall be submitted to the other. It is recommended to receive IWC approval before submission to the PZC.
6. It is recommended that the applicant meet with staff or the Commission on a preliminary basis before submittal of a full application. In some instances approvals may be administered by the wetlands agent. See regulations for guidelines and separate application form.

This is intended as a guide and is not a substitute for the applicant to meet all the requirements of the Inland Wetland & Watercourse Regulations for the Town of East Granby.