



TOWN OF WEST HARTFORD

DEPARTMENT OF COMMUNITY
DEVELOPMENT
PLANNING DIVISION
TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CT 06107-2431
TEL: 860.561.7555 FAX: 860.561.7504
www.westhartfordct.gov

**APPLICATION FOR DESIGNATED AGENT APPROVAL
REGULATED ACTIVITIES PERMITTED UNDER SECTION 12 OF
THE INLAND WETLANDS & WATERCOURSES REGULATIONS**

FOR OFFICE USE ONLY:	File #: _____	Date Received: _____	
	Street Address of Proposed Activity: _____		
	Zone: _____	Acreage/Lot Area _____	Parcel/Lot# _____
	Application Fee: _____	Surcharge Fee: _____	Affidavit Fee: _____

Applicant's Interest in Property: _____

Description of Proposed Activity: _____

Distance to nearest wetland soil or watercourse:

_____	Feet to wetland soil	_____	Total sq ft of disturbance
_____	Feet to watercourse	_____	Total sq ft of disturbance

Measures proposed by the applicant to minimize impact on the wetland and/or watercourse:

The undersigned applicant certifies the following:

- (1) the proposed activity does and will not constitute a significant impact activity as defined in the regulations
- (2) best management practices shall be used so as to ensure continued compliance with governing laws and regulations
- (3) there are no prudent alternatives to the proposed activity that have a less adverse impact on Wetlands and Watercourses.

The undersigned warrants the truth of all statements contained herein and in all supporting documents to the best of his/her knowledge and belief. Furthermore, the applicant agrees that submission of this document constitutes permission and consent to Commission and Staff inspections of the site. *Note: Notice is hereby given the Connecticut Department of Public Health must be notified by applicants for any project located within a public water supply aquifer protection area or watershed area. (CTDPH website at <http://www.dph.state.ct.us>)*

The undersigned also acknowledges their responsibility if this application is approved to publish notice of approval within ten (10) days in a newspaper having a general circulation in town. Applicant will submit proof of publication to the Planning & Zoning Office.

Applicant's Initials acknowledging responsibility for publication _____

Record Owner's Name	Applicant's Name
Street	Street
City	City
State	State
Zip	Zip
Telephone #	Telephone #
<u>Contact Person:</u>	
Name	Applicant's Signature
Street	Signature of Owner/Authorized Agent
City	City
State	State
Zip	Zip
Telephone #	Email Address

Authorized Agent Action:

After considering the standards set forth in Section 12 of the Town of West Hartford Inland Wetlands and Watercourses Regulations, the authorized agent determines the following:

Application Approved: _____ Designated Agent Signature: _____

Conditions of Approval:

Application Denied: _____ Designated Agent Signature: _____

Note: If application is denied the applicant may apply to the Inland Wetlands and Watercourses Agency (IWWA) for a permit.
U:\Shared Documents\TPZ\Forms and Templates\IWW DA Applications\IWWA_DA_March 2017

APPLICANT’S RESPONSIBILITY UPON INLAND WETLANDS AND WATERCOURSES DESIGNATED AGENT APPROVAL

Inland Wetlands and Watercourses Regulations

Section 12.1:

Any person receiving such approval from such agent shall, within ten (10) days of the date of such approval, publish, at the applicant’s expense, notice of the approval in a newspaper having a general circulation in the town wherein the activity is located or will have an effect. Any person may appeal such decision of such agent to the Agency within fifteen (15) days after the publication date of the notice and the Agency shall consider such appeal at its next regularly scheduled meeting provided such meeting is no earlier than three (3) business days after receipt by such Agency or its agent of such appeal. Any person may appear and be heard at the meeting held by the Agency to consider the subject appeal. The Agency shall, at its discretion, sustain, alter, or reject the decision of its agent or require an application for a permit in accordance with Section 7 of these regulations.

- **The following is an example of the notice which shall be published by the applicant within 10 days or approval is void.**
- **Publish one time.**
- **Publish everything located in the box below with the highlighted areas filled in with information from your application:**

**INLAND WETLANDS AND WATERCOURSES DESIGNATED AGENT APPROVAL
TOWN OF WEST HARTFORD**

PROPERTY ADDRESS-(**IWW # - DA**) Application of (**applicant**) requesting approval to **DESCRIPTION OF PROPOSED ACTIVITY**. The application was approved administratively by the Town Planner, acting as the designated agent for the IWWA, on **APPROVAL DATE**.

The application and related material for the above item are available for public review in the Town Plan and Zoning Office, Room 214, Town Hall, 50 South Main St., West Hartford, CT 06107.

***Publish in either of the following publications:**

Hartford Courant - Email info to: publicnotices@courant.com

Zone 6 - West Hartford circulation

Publish one time

Or

West Hartford News www.westhartfordnews.com

*Forward a copy of the *proof of publication to:* Brittany.Bermingham@westhartfordct.gov