[Put Municipal Name Here]

Application Form
Municipal Site Plan Review

Please complete this form in accordance with the attached instructions and submit it with complete plans to **[appropriate municipal agency (i.e., Planning, Zoning, Planning and Zoning, Zoning Board of Appeals, etc.)]**.

Section I: Site and Applicant Identification

Project Address or Location: _____

Brief Project Description: _____

_____

Zoning Designation of Project Property: _____

Applicant: _____ Date: _____

Address: _____ Phone: _____

Interest in Property: □ fee simple □ option □ lessee □ easement

□ other (specify)_____

List primary contact for correspondence if other than applicant:

Name: _____

Address: _____

City/Town: _____ State: _____ Zip Code:_____

Business Phone: _____

E-mail: _____

Section II: Project Site Plans

Please provide project site plans that clearly and accurately depict the following information, and check the appropriate boxes to indicate that the plans are included in this application:

□ Project location

□ Existing conditions, including resources, contours, buildings, and grading

□ Proposed conditions, including resources, contours, buildings, and grading

□ Stormwater treatment practices

□ Soil erosion and sediment controls

□ Septic system location, if applicable

□ Ownership and type of use on adjacent properties

□ Reference datum (i.e., National Geodetic Vertical Datum, Mean Sea Level, etc.)

Section III: Written Project Information

Please check the box that best describes this municipal application:

- □ Site Plan for Zoning Compliance
- □ Subdivision or Resubdivision
- □ Special Permit or Special Exception
- □ Variance
- □ Municipal Project (CGS Section 8-24)

Part I: Site Information

1. Street Address or Geographical Description: _____

   _____

   City or Town: _____
2. Name of on-site, adjacent or downstream wetlands or waterbodies, if applicable:

   _____
3. If a waterbody is located on or adjacent to the site, is it included in the most recent *List of Connecticut Waterbodies Not Meeting Water Quality Standards?* Γ No Γ Yes

   (Please see http://www.dep.state.ct.us/wtr/wq/2004_303d_final.pdf)

   If you checked Yes, identify the impaired designated use(s) (e.g., aquatic life support, fish consumption), the potential cause(s) (e.g., low DO, indicator bacteria), and the potential source(s) (e.g., urban runoff, storm sewers, onsite wastewater systems).

   Impaired Designated Use(s)_____

   Potential Cause(s) _____

   Potential Source(s) _____
4. Identify and describe the existing land use on and adjacent to the site. Include any existing structures or significant features of the project site:

   _____

   _____

   _____

   _____
5. Indicate the area of entire parcel: _____ acres / square feet (circle one)

6. Check the appropriate box below to indicate whether the project or activity will disturb 1 to 5 acres or more total acres of land area, including all phases (please also see Part II.B. regarding proposed stormwater best management practices):

Γ Project or activity will disturb 5 or more total acres of land area on the site and may be eligible for registration for the Department of Environmental Protection's (DEP) General Permit for the Discharge of Stormwater and Dewatering Wastewaters Associated with Construction Activities

Γ Project or activity will disturb between 1 and 5 total acres of land area on the site and discharges to the municipal separate storm sewer system or directly to the waters of the state, and may be subject to municipal stormwater management plan review and approval

Γ Project or activity will not disturb more than one total acre of land area and is not part of a larger common plan of development or sale that would disturb one acre or more

Γ Other (describe) _____

_____

Part II.A.: Description of Proposed Project or Activity

Describe the proposed project or activity including its purpose and related activities such as site clearing, grading, filling, demolition, and other site preparations; percentage of increase or decrease in impervious cover over existing conditions resulting from the project; phasing, timing and method of proposed construction; and new uses and changes from existing uses (attach additional pages if necessary):

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Part II.B.: Description of Proposed Stormwater Best Management Practices

Describe the stormwater best management practices that will be utilized to ensure that construction-related and post-construction stormwater will be adequately treated and managed. Identify how these stormwater controls are consistent with the *2004 Connecticut Stormwater Quality Manual* and address any stormwater-related water quality impairments identified in Section III, Part I. If the site or stormwater discharge is adjacent to tidal or inland wetlands or watercourses, describe how the volume of runoff generated by the first inch of rainfall, or any portion thereof, will be retained on-site. If runoff cannot be retained on-site, describe the site limitations that prevent such retention and identify how stormwater will be treated before it is discharged from the site. Also demonstrate that the loadings of total suspended solids from the site will be reduced by 80 percent on an average annual basis, and that post-development stormwater runoff rates and volumes will not exceed pre-development runoff rates and volumes (attach additional pages if necessary):

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Part II.C.: Description of Proposed Soil Erosion and Sediment Controls

Describe the soil erosion and sediment controls that will be utilized to ensure that on- and off-site resources and watercourses will not be adversely affected by sedimentation or soil erosion from the site during construction. Identify how these controls are consistent with the *Guidelines for Soil Erosion and Sediment Control* and address any erosion and sedimentation-related water quality impairments identified in Section III, Part I. Identify by name and telephone number the individual responsible for maintenance of soil erosion and sediment controls for the duration of the project (attach additional pages if necessary):

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Part II.D.: Description of Proposed Septic System (if applicable)

Describe the proposed septic system and how its design conforms to the *Connecticut Public Health Code* and the *Regulations and Technical Standards for Subsurface Sewage Disposal Systems*. Please attach any approvals already obtained. Describe how design of the septic system and its location on the subject site will not adversely impact on- and off-site resources and watercourses during installation or system operation (including additional water quality impairments if onsite wastewater systems were identified as a potential source of impairment in Section III, Part I; adverse impacts to coastal waters from nitrogen; and flood hazard impacts to and from the system, if applicable). Identify what soil types are found on-site in the immediate vicinity of the proposed location of the septic system and how they are adequate to accommodate a system (attach additional pages if necessary):

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Part III: Consistency With Applicable Zoning Regulations, Subdivision Regulations, and Municipal Plan of Conservation and Development

Explain how the proposed activity or use is consistent with all of the applicable regulations and policies contained in the municipal zoning regulations, subdivision regulations, and Plan of Conservation and Development. Identify whether or not any waivers from regulations will be sought. For variance applications, demonstrate how the strict application of the regulations would result in an undue hardship, and that the hardship imposed by the regulations is unique to the property in question; the property owner did not create his/her own hardship; and the variance will not negatively impact surrounding properties or adjacent natural resources, especially for variances from resource setback regulations (attach additional pages if necessary):

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Part IV: Mitigation of Potential Adverse Impacts

Explain how all potential adverse impacts on resources such as wetlands and watercourses have been avoided, minimized, or mitigated (attach additional pages if necessary):

Part V: Remaining Adverse Impacts

Explain why any remaining adverse impacts resulting from the proposed activity or use have not been mitigated (attach additional pages if necessary):