Permit Application for Programs Administered by the Office of Long Island Sound Programs

IMPORTANT - Please refer to the instructions (DEEP-OLISP-INST-100) for completing this application form to ensure that all required information is provided. Print or type all information within the form, providing additional pages as necessary.

Part I: Permit Type and Fee Information

Check only one of the boxes below identifying the applicable state permit program(s). You must submit the initial fee indicated below and a copy of the published notice of permit application and the completed Certification of Notice Form with this application.

<table>
<thead>
<tr>
<th>Type of Permit</th>
<th>Initial Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structures, Dredging &amp; Fill CGS sec. 22a-361 [#1085]</td>
<td>$660.00</td>
</tr>
<tr>
<td>Structures, Dredging &amp; Fill and 401 Water Quality Certificate [#1632]</td>
<td>$660.00</td>
</tr>
<tr>
<td>Structures, Dredging &amp; Fill, and Tidal Wetlands CGS sec. 22a-361 &amp; sec. 22a-32 [#438]</td>
<td>$660.00</td>
</tr>
<tr>
<td>Structures, Dredging &amp; Fill, and Tidal Wetlands and 401 Water Quality Certificate [#417]</td>
<td>$660.00</td>
</tr>
<tr>
<td>401 Water Quality Certificate 33 U.S.C. 1341 (For Federal Use Only) [#1195]</td>
<td>None</td>
</tr>
</tbody>
</table>

Note: The fee for municipalities is 50% of the above listed rates. Additional fees based on the water area occupied by the project will be invoiced. The application will not be processed without the initial fee. The fee shall be non-refundable and shall be paid by check or money order to the Department of Energy and Environmental Protection.

Town where site is located: ________________________________

Brief Description of Project:

The public notice of application must be published prior to submitting an application, as required in CGS section 22a-6g. A copy of the published notice of application and the completed Certification of Notice Form must be included as Attachment AA to this application. Your application will not be processed if Attachment AA is not included.

Date of Publication: ________________________________

☐ Check here, in addition to one of the boxes above, if your application is being submitted pursuant to CGS sec. 22a-361(a)(2)(d) to address a violation.
Part II: Applicant Information

- If an applicant is a corporation, limited liability company, limited partnership, limited liability partnership, or a statutory trust, it must be registered with the Secretary of State. If applicable, registrant’s name shall be stated exactly as it is registered with the Secretary of State. Please note, for those entities registered with the Secretary of State, the registered name will be the name used by DEEP. This information can be accessed at the Secretary of State’s database (CONCORD). ([www.concord-sots.ct.gov/CONCORD/index.jsp](http://www.concord-sots.ct.gov/CONCORD/index.jsp))

- If an applicant is an individual, provide the legal name (include suffix) in the following format: First Name; Middle Initial; Last Name; Suffix (Jr, Sr., II, III, etc.).

- If there are any changes or corrections to your company/facility or individual mailing or billing address or contact information, please complete and submit the Request to Change Company/Individual Information to the address indicated on the form. If there is a change in name of the entity holding a DEEP license or a change in ownership, contact the Office of Planning and Program Development (OPPD) at 860-424-3003. For any other changes you must contact the specific program from which you hold a current DEEP license.

1. **Applicant Name:**
   - Mailing Address:
   - City/Town: State: Zip Code:
   - Business Phone: ext.
   - Contact Person: Title:
   - *E-mail:

   *By providing this e-mail address you are agreeing to receive official correspondence from DEEP, at this electronic address, concerning the subject application. Please remember to check your security settings to be sure you can receive e-mails from “ct.gov” addresses. Also, please notify DEEP if your e-mail address changes.a) Applicant Type (check one):
   - ☐ individual ☐ federal agency ☐ state agency ☐ municipality ☐ tribal
   - ☐ *business entity (*If a business entity complete i through iii):
     i) check type: ☐ corporation ☐ limited liability company ☐ limited partnership
        - ☐ limited liability partnership ☐ statutory trust ☐ Other: __________________________
     ii) provide Secretary of the State business ID #: This information can be accessed at database (CONCORD). ([www.concord-sots.ct.gov/CONCORD/index.jsp](http://www.concord-sots.ct.gov/CONCORD/index.jsp))
     iii) ☐ Check here if your business is NOT registered with the Secretary of State’s office.

b) Applicant’s interest in property at which the proposed activity is to be located:
   - ☐ site owner ☐ option holder ☐ lessee
   - ☐ easement holder ☐ operator ☐ other (specify): __________________________

   ☐ Check if any co-applicants. If so, attach additional sheet(s) with the required information as requested above.

   **Note:** If the applicant is not the owner, submit written permission from the owner as Attachment B.

2. **List billing contact, if different than the applicant.**
   - Name:
   - Mailing Address:
   - City/Town: State: Zip Code:
   - Business Phone: ext.
   - Contact Person: Title:
   - E-mail:
Part II: Applicant Information (continued)

3. List primary contact for departmental correspondence and inquiries if different than applicant.
   Name:
   Mailing Address:
   City/Town: State: Zip Code:
   Business Phone: ext.
   Contact Person: Title:
   *E-mail:

4. List Site Owner, if different than applicant:
   Name:
   Mailing Address:
   City/Town: State: Zip Code:
   Business Phone: ext.
   Contact Person: Title:
   E-mail:

5. List Facility Owner, if different than applicant:
   Name:
   Mailing Address:
   City/Town: State: Zip Code:
   Business Phone: ext.
   Contact Person: Title:
   E-mail:

6. List attorney or other representative, if applicable.
   Firm Name:
   Mailing Address:
   City/Town: State: Zip Code:
   Business Phone: ext.
   Attorney: Title:
   E-mail:

7. List all engineer(s), surveyor(s) and/or other consultant(s) employed or retained to assist in preparing the application and designing or constructing the activity.
   Name:
   Mailing Address:
   City/Town: State: Zip Code:
   Business Phone: ext.
   Contact Person: Title:
   E-mail:
   Service Provided:
   Check if additional Applicant Information sheets are included, and label and attach them to this sheet.

8. A pre-application meeting with Office of Long Island Sound Program (OLISP) staff is strongly recommended prior to application submission. Please note the meeting date and OLISP staff person’s name:
   Staff Name: Meeting Date:
Part III: Project Information

1. Describe the proposed regulated work and activities in a detailed narrative, including the number and dimensions of structures. Refer to both the instructions and Appendix A of the instructions (Activity Specific Instructions).

2. a. Describe the construction activities involved for the project in detail, including methods, sequencing, equipment, and any alternative construction methods that might be employed.

b. Describe any erosion and sedimentation or turbidity control installation and maintenance schedule and plans in detail.

c. Indicate the length of time needed to complete the project and identify any anticipated time period restrictions.
Part III: Project Information (continued)

3. Describe the purpose of, the need for, and intended use of the proposed activities. (For example, private recreational boating, marina, erosion protection, public infrastructure, etc.)

4. Identify and describe all coastal or aquatic resources on the site by checking the appropriate box and describe the expected impact on these resources. You may add addenda as necessary as Attachment M.

<table>
<thead>
<tr>
<th>Coastal/Aquatic Resources</th>
<th>On-site</th>
<th>Adjacent</th>
<th>Describe Expected Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal bluffs and escarpments</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Rocky Shorefront</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Beaches and Dunes</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Intertidal Flats</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Tidal Wetlands</td>
<td></td>
<td></td>
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<tr>
<td>Fresh Water Wetlands and Watercourses</td>
<td></td>
<td></td>
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<tr>
<td>Estuarine Embaysments</td>
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<tr>
<td>Coastal Hazard Areas</td>
<td></td>
<td></td>
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<tr>
<td>Developed Shorefront</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Islands</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Near shore Waters</td>
<td></td>
<td></td>
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<tr>
<td>Offshore Waters</td>
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<tr>
<td>Shorelands</td>
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<tr>
<td>Shellfish Concentration Areas</td>
<td></td>
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<tr>
<td>Wildlife Resources and Habitat</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Benthic (bottom) Habitat</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Indigenous aquatic life, including shellfish and finfish</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Submerged Aquatic Vegetation</td>
<td></td>
<td></td>
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</tbody>
</table>
### Part III: Project Information (continued)

5. Identify whether the proposed activities will impact the following categories. If so, describe the expected impact, adding addenda as necessary as Attachment M.

<table>
<thead>
<tr>
<th>Categories</th>
<th>Yes</th>
<th>No</th>
<th>Describe Expected Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prevention or alleviation of shoreline erosion and coastal flooding</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use and development of adjoining uplands</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use and development of adjacent lands and properties</td>
<td></td>
<td></td>
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<tr>
<td>Improvement of coastal and inland navigation for all vessels, including small craft for recreational purposes</td>
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<tr>
<td>Pollution control</td>
<td></td>
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<td></td>
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<tr>
<td>Water quality</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Water circulation and drainage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recreational use of public water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management of coastal resources</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public health and welfare</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The protection of life and property from flood, hurricane and other natural disasters</td>
<td></td>
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</tr>
</tbody>
</table>

6. Identify and evaluate any potential beneficial and adverse impacts to:
   a. navigation: (include federal and local navigation channels and distance to nearby docks)

   b. public access to, and public use of, public trust lands and waters waterward of mean high water:
Part III: Project Information (continued)

7. Describe how the proposed work will be a water-dependent use(s) of the property or will physically support water-dependent use(s) of the property, such as marinas, recreational and commercial fishing, boating facilities, shipyards and boat building facilities. Please do not include private recreation docks in this category. Include how upland facilities, such as sanitary facilities, designated parking, boat repair and sales, winter storage, etc., will support water-dependent uses on-site.

8. Identify and evaluate the potential adverse impacts of the proposed work upon future water-dependent development opportunities and activities.

9. Discuss the alternatives to the proposed project which were considered and indicate why they were rejected.
Part III: Project Information (continued)

10. After all measures to eliminate or minimize adverse impacts have been incorporated in the proposed project, describe why any adverse impacts that remain should be deemed acceptable by OLISP.

11. a. Is any portion of the work for which authorization is being sought now complete or under construction?

☐ Yes  ☐ No  If No, skip to question #12.

b. Specify what parts of the proposed work have been completed or are under construction.

c. Indicate when such work was undertaken or completed. Identify completed portions on the plans submitted.

d. When did you acquire interest in this property?

e. Were you responsible for the unauthorized activity as a result of actions taken before the acquisition of the property?  ☐ Yes  ☐ No  If Yes, explain.
Part III: Project Information (continued)

f. Did you know or have reason to know of the unauthorized activity? ☐ Yes ☐ No If Yes, explain.

g. Is this application associated with an enforcement action pending with DEEP? ☐ Yes ☐ No
If Yes, explain:

12. Is there or will there be any federal and/or state funding of this project? ☐ Yes ☐ No If Yes, explain.

☐ Check here if additional Project Information sheets are necessary, and label and attach them to this sheet.

Part IV: Site and Resource Information

1. SITE NAME AND LOCATION

Name of Site:

Street Address or Location Description:

City/Town: State: Zip Code:

Tax Assessor’s Reference: Map Block Lot

Latitude and longitude of the exact location of the proposed activity in degrees, minutes, and seconds or in decimal degrees: Latitude: Longitude:

Method of determination (check one):

☐ GPS ☐ USGS Map ☐ Other (please specify):

If a USGS Map was used, provide the quadrangle name:

2. INDIAN LANDS: Will the activity which is the subject of this application be located on federally recognized Indian lands? ☐ Yes ☐ No

3. COASTAL AREA: Is the project site located in a municipality within the coastal area? (check town list in the instructions) ☐ Yes ☐ No

4. ENDANGERED OR THREATENED SPECIES: According to the most current "State and Federal Listed Species and Natural Communities Map", will the activity which is the subject of this application, including all impacted areas, be located within an area identified as a habitat for endangered, threatened or special concern species? ☐ Yes ☐ No Date of Map:
Part IV: Site Information (continued)

If yes, complete and submit a Request for NDDB State Listed Species Review Form (DEEP-APP-007) to the address specified on the form, prior to submitting this application. Please note NDDB review generally takes 4 to 6 weeks and may require additional documentation from the applicant. A copy of the completed Request for NDDB State Listed Species Review Form and the CT NDDB response must be submitted with this completed application as Attachment C.

For more information visit the DEEP website at www.ct.gov/deep/nddbrequest or call the NDDB at 860-424-3011.

5. AQUIFER PROTECTION AREAS: Is the site located within a mapped Level A or Level B Aquifer Protection Area, as defined in CGS section 22a-354a through 22a-354bb?

☐ Yes ☐ No If yes, check one: ☐ Level A or ☐ Level B

If Level A, are any of the regulated activities, as defined in RCSA section 22a-354i-1(34), conducted on this site? ☐ Yes ☐ No

If yes, and your business is not already registered with the Aquifer Protection Program, contact the local aquifer protection agent or DEEP to take appropriate actions.

For more information on the Aquifer Protection Area Program visit the DEEP website at www.ct.gov/deep/aquiferprotection or contact the program at 860-424-3020.

6. SHELLFISH COMMISSION: Does your town have a shellfish commission? ☐ Yes ☐ No

If yes, you must submit a completed Shellfish Commission Consultation Form (DEEP-OLISP-APP-101D) with this application as Attachment D.

7. HARBOR MANAGEMENT COMMISSION: Does your town have a Harbor Management Commission?

☐ Yes ☐ No

If yes, you must submit a completed Harbor Management Commission Consultation Form (DEEP-OLISP-APP-101E) with this application as Attachment E.

8. DEPARTMENT OF AGRICULTURE/BUREAU OF AQUACULTURE: If the subject site is located in a specific area as explained in Part IV, item 8 of the application instructions (DEEP-OLISP-INST-100), you must submit a completed Department of Agriculture/Bureau of Aquaculture Consultation Form (DEEP-OLIS-APP-101F) as Attachment F.

9. CONSERVATION OR PRESERVATION RESTRICTION: Will the activity which is the subject of this application be located within a conservation or preservation restriction area? ☐ Yes ☐ No

If Yes, proof of written notice of this application to the holder of such restriction or a letter from the holder of such restriction verifying that this application is in compliance with the terms of the restriction, must be submitted as Attachment G.

10. Indicate the number and date of issuance of any previous state coastal permits or certificates issued by DEEP authorizing work at the site and the names to whom they were issued.

<table>
<thead>
<tr>
<th>Permit/COP Number</th>
<th>Date Issued</th>
<th>Name of Permittee/Certificate Holder</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Part IV: Site Information (continued)

11. Identify any changes in conditions of the site (including ownership, development, use, or natural resources) since the issuance of the most recent state permit or certificate authorizing work at the site.

12. a. Identify and describe the existing municipal zoning classification of the site.

b. Identify and describe the existing land use(s) on and adjacent to the site.

13. Provide the name of the waterbody at the site of proposed work: ____________________________

14. Provide the elevation of the applicable regulatory limit for your project referenced to NAVD88. Refer to the instructions for more information.
   - Tidal Wetlands Limit = ________________
   - Coastal Jurisdiction Limit = ________________

15. How was the regulatory limit identified above determined? Please check one of the following:
   - DEEP-calculated elevation
   - Self-calculated elevation (If a self-calculated elevation is used, please provide the additional information and calculations per the instructions.)
   - Mean High Water elevation (use only if project is upstream of a tide gate, dam or weir)
     (If a MHW elevation is used, provide a discussion of the location of the tide gate, dam or weir.)
     If other than a DEEP calculated elevation was used to calculate the CJL, please provide the additional information and calculations per the instructions and label and attach them as Attachment M.

16. Provide the elevations of the mean high water and mean low water at the site and the reference datum used. Refer to the instructions regarding elevation datum.
   - MHW = ________________
   - MLW = ________________
   - Datum = ________________
   - Check here if NAVD88 is not referenced, and provide an orthometric conversion table in Attachment M.
### Part V: Supporting Documents

The supporting documents listed below must be submitted with the application and labeled as indicated. The specific information required in each attachment is described in the Instructions for Completing a Permit Application for Programs Administered by the Office of Long Island Sound Programs (DEEP-OLIS-INST-100). Check the box by the attachments listed to indicate that they have been submitted.

<table>
<thead>
<tr>
<th>Attachment Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachment AA:</td>
<td>a copy of the published notice of permit application, as described in the instructions, attached to a completed “Certification of Notice Form” (DEEP-APP-005A)</td>
</tr>
<tr>
<td>Attachment A:</td>
<td>Executive Summary; summarize the information contained in the complete application which must include a description of the proposed regulated activities and a synopsis of the environmental and engineering analyses of the impact of such activities. Include a list of the titles of all plans, drawings, reports, studies, appendices, or other documentation which are attached as part of the application.</td>
</tr>
<tr>
<td>Attachment B:</td>
<td>If the applicant is not the owner, submit written permission from the owner as Attachment B.</td>
</tr>
<tr>
<td>Attachment C:</td>
<td>Copy of the completed Request for NDDB State Listed Species Review Form (DEEP-APP-007) and the NDDB response, if applicable.</td>
</tr>
<tr>
<td>Attachment D:</td>
<td>Shellfish Commission Consultation Form (DEEP-OLIS-APP-101D), if applicable.</td>
</tr>
<tr>
<td>Attachment E:</td>
<td>Harbor Management Commission Consultation Form (DEEP-OLIS-APP-101E), if applicable.</td>
</tr>
<tr>
<td>Attachment F:</td>
<td>Department of Agriculture/Bureau of Aquaculture Consultation Form (DEEP-OLIS-APP-101F), if applicable.</td>
</tr>
<tr>
<td>Attachment G:</td>
<td>Conservation or Preservation Restriction Information, if applicable.</td>
</tr>
<tr>
<td>Attachment H:</td>
<td>Applicant Compliance Information Form (DEEP-APP-002).</td>
</tr>
</tbody>
</table>
| Attachment I:   | Provide plans of the project as Attachment I. They must be 8 1/2” x 11” scaled plans of the site and proposed work, with the datum of the measurements noted, including:  
  a. A Vicinity Map;  
  b. A Tax Assessor’s Map showing the Map, Block and Lot #, subject property and immediately adjacent properties;  
  c. Plan Views showing existing and proposed conditions, including vessel berthing arrangement, based on a site survey prepared by a licensed surveyor; and  
  d. An Elevation or Cross-Section View showing existing and proposed conditions, including vessel berthing arrangement, based on a site survey prepared by a licensed surveyor.  
  Please refer to Attachment I of the instructions for identification and discussion of required plan components. |
| Attachment J:   | Photographs showing existing conditions of the site. |
| Attachment K:   | Land owner information, including names and mailing addresses, for all land owners of record for any property located five hundred feet (500) or less from the property lines of the subject property, certification that a copy of the Notice of Application was sent to each identified property owner and names and addresses of any known claimants of water rights adjacent to the project and owners or lessees of shellfish grounds or franchises within the area which work is proposed. |
| Attachment L:   | Applicant Background Information Form (DEEP-APP-008) (if applicable). |
| Attachment M:   | Other Information: Any other information the applicant deems relevant or is required by DEEP. |
| Attachment N:   | US. Army Corps of Engineers Consultation Form (DEEP-OLISP-APP-101N) |
## Part VI: Applicant Certification

The applicant(s) and the individual(s) responsible for actually preparing the application must sign this part. An application will be considered insufficient unless all required signatures are provided.

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"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that based on reasonable investigation, including my inquiry of the individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief.

I understand that a false statement in the submitted information may be punishable as a criminal offense, in accordance with section 22a-6 of the General Statutes, pursuant to section 53a-157b of the General Statutes, and in accordance with any other applicable statute.

I certify that this application is on complete and accurate forms as prescribed by the commissioner without alteration of the text.

I certify that I have complied with all notice requirements as listed in section 22a-6g of the General Statutes."
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<table>
<thead>
<tr>
<th>Signature of Applicant</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Applicant (print or type)</th>
<th>Title (if applicable)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Signature of Preparer (if different than above)</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Preparer (print or type)</th>
<th>Title (if applicable)</th>
</tr>
</thead>
</table>

☐ Check here if additional signatures are required. If so, please reproduce this sheet and attach signed copies to this sheet. You must include signatures of any person preparing any report or parts thereof required in this application (i.e., professional engineers, surveyors, soil scientists, consultants, etc.)

Note: Please submit the completed Application Form, Fee, and all Supporting Documents to:

CENTRAL PERMIT PROCESSING UNIT  
DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION  
79 ELM STREET  
HARTFORD, CT 06106-5127

Please remember to publish notice of the permit application prior to submitting your completed application to DEEP. Send a copy of the published notice to the chief elected official of the municipality in which the regulated activity is proposed and provide DEEP with a copy of the published notice, as described in the instructions, attached to a completed Certification of Notice Form (DEEP-APP-005A) as Attachment AA to this application.

Also send a copy of the notice to the Chairman of the Shellfish Commission and to the Chairman of the Harbor Management Commission in the municipality in which the regulated activity is proposed, where applicable. Refer to the Shellfish Commission and Harbor Management Commission lists for contact information.

Submit one complete application copy to the U.S. Army Corps of Engineers, Regulatory Division, 696 Virginia Road, Concord, MA, 01742.

If you are submitting a tidal wetlands application, mail complete application copies to the municipal CEO, Shellfish Commission and Conservation Commission.