



**Connecticut Department of
Energy & Environmental Protection**
Bureau of Water Protection & Land Reuse
Office of Long Island Sound Programs

Pre-Application Questionnaire

A pre-application meeting is strongly recommended prior to the submittal of an application to authorize work within tidal wetlands, or in tidal, coastal, or navigable waters of the state. This meeting provides the prospective applicant and/or applicant's representative with an opportunity to meet with a Permitting & Enforcement Analyst to discuss the proposed project and any potential issues or impacts that the project may pose to public trust waters, navigation, and coastal resources. The meeting is designed as a tool to assist the prospective applicant with the application preparation and process and is strictly for **guidance purposes only**. The guidance provided by staff is given based on the amount of information provided at the time of the initial meeting. The pre-application meeting is not intended to provide a binding decision on whether the proposed project will or will not be approved. Any decision regarding the approvability of a project can only be made when a complete application has been submitted, reviewed, and evaluated for impacts through the appropriate permitting process.

Please note that once an application is submitted, no modifications to the proposal will be accepted. If the proposal submitted is inconsistent with the Connecticut General Statutes and Department of Energy and Environmental Protection (DEEP) guidelines, the application will be denied. The application fee will not be refunded or transferred and the applicant will need to re-submit a new permit application and application fee.

Contact the Office of Long Island Sound Programs (OLISP) at 860-424-3034 to schedule a pre-application meeting with an analyst from OLISP. Please bring this completed questionnaire along with supporting documents to the pre-application meeting. If you have any questions regarding the information requested, please contact the analyst you are scheduled to meet with or contact OLISP at the phone number listed above.

Part I: General Information

- | | | | |
|------------------------------------|--------|-----------|--|
| 1. Applicant Name: | | | |
| Mailing Address: | | | |
| City/Town: | State: | Zip Code: | |
| Business Phone: | ext. | Fax: | |
| Contact Person: | Title: | | |
| E-mail: | | | |
| 2. Consultant/Representative Name: | | | |
| Mailing Address: | | | |
| City/Town: | State: | Zip Code: | |
| Business Phone: | ext. | Fax: | |
| Project Contact Person: | Title: | | |
| E-mail: | | | |

Part II: Site Location

| | | |
|-----------------------------|--------|-----------|
| Project Address (if known): | | |
| City/Town: | State: | Zip Code: |

Part III: Project Description

| | | | | | | | | | | | | |
|---|---|--|-------------------------------------|------------------------------------|---|--|------------------------------------|--|--|--|--|--|
| <p>1. Project Type: (check every category which applies)</p> <table><tr><td><input type="checkbox"/> Residential</td><td><input type="checkbox"/> Commercial</td><td><input type="checkbox"/> Industrial</td></tr><tr><td><input type="checkbox"/> Mixed Use</td><td><input type="checkbox"/> New Construction</td><td><input type="checkbox"/> Dock Modification</td></tr><tr><td><input type="checkbox"/> Municipal</td><td></td><td></td></tr><tr><td><input type="checkbox"/> Other (please specify):</td><td></td><td></td></tr></table> | <input type="checkbox"/> Residential | <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial | <input type="checkbox"/> Mixed Use | <input type="checkbox"/> New Construction | <input type="checkbox"/> Dock Modification | <input type="checkbox"/> Municipal | | | <input type="checkbox"/> Other (please specify): | | |
| <input type="checkbox"/> Residential | <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial | | | | | | | | | | |
| <input type="checkbox"/> Mixed Use | <input type="checkbox"/> New Construction | <input type="checkbox"/> Dock Modification | | | | | | | | | | |
| <input type="checkbox"/> Municipal | | | | | | | | | | | | |
| <input type="checkbox"/> Other (please specify): | | | | | | | | | | | | |
| <p>2. Please provide a brief project description including: project purpose, description of the site as it exists, including what coastal resources are on-site, what changes would occur as a result of the project, and time constraints.</p> | | | | | | | | | | | | |
| <p>3. Please discuss any alternatives to the proposed project.</p> | | | | | | | | | | | | |

Part IV: Construction Activities

1. Will you be constructing, altering, rebuilding, or substantially repairing any dam, dike or flood and erosion control structure or similar structure?
 Yes No
If yes, please describe.

2. Will the project involve the use of any heavy equipment? Yes No
If yes, please describe what type.

3. Will any wetlands and/or watercourses be altered or disturbed during construction? Yes No
If yes, what is the extent of the area to be altered (in acres) and what restoration is proposed?

4. Will any watercourse be filled, excavated, dredged, relocated, piped, riprapped, or channelized at any time during construction? Yes No
If yes, please describe.

5. Will construction involve any of the following (check all that apply)?
 Site dewatering Construction of any temporary structures
 Fill, dredging and/or excavation
If yes, please describe.

6. Are there any erosion/turbidity control devices proposed? Yes No
If yes, please describe.

Part V: Miscellaneous Project Planning Information

1. Will the project utilize any public funds? Yes No
If yes, check type. Federal State

If there is a state agency other than the DEEP involved in the project and/or managing federal funds related to this project, please list the agency, and a project contact at that agency.

2. What other permits - federal and municipal - does the project require?

3. Please include any other information that you believe will help accurately describe the project.

Part VI: Supporting Documents

Please submit one copy of the following with this form:

1. An 8.5" x 11" copy of the relevant portion of a United States Geological Survey topographic map with an arrow marking the location of the site.
2. A site plan showing:
 - the project's footprint;
 - the location of environmentally sensitive areas, e.g., coastal resources, stream channel encroachment lines, aquifer protection zones, floodplains, wetlands, watercourses, etc.;
 - a notation of the scale used;
 - existing versus proposed conditions;
 - tidal elevations, including datum used (MLW or NAVD 1988)
3. Photographs of the site at low tide and high tide (If tidal wetlands are present, photographs must be taken during the growing season).
4. For dredging projects, please provide the following:
 - plans showing the lowest predicted tide
 - If dredged sediment will go upland, plans must show upland disposal areas, groundwater sources, dewatering areas. Please indicate if you have coordinated with the Remediation Division (860-424-3705) for upland disposal.
 - If any previous dredging permits have been issued, plan view showing previously authorized areas versus current proposed dredging footprints. *(This is important to determine if any areas of the dredging project could be COP eligible)*
5. Any previous authorizations/enforcement actions for the site.