

Building Permit Reference #: \_\_\_\_\_

**TOWN OF WINDSOR INLAND WETLANDS AND WATERCOURSES COMMISSION**  
**SHORT FORM APPLICATION**

A \$25.00 processing fee **plus** a \$30.00 State fee must accompany each application (**Total fee: \$55.00**). **ALL FEES ARE NON-REFUNDABLE.** Checks or Money Orders should be made payable to the Town of Windsor.

**TO BE COMPLETED BY THE APPLICANT – PLEASE PRINT:**

Applicant's Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner of Record: \_\_\_\_\_ Mailing Address \_\_\_\_\_

Applicant's interest in property (if not the owner): \_\_\_\_\_

Authorization from property owner: \_\_\_\_\_

**LOCATION OF THE PROPERTY/PROJECT:**

House # and Street: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Lot Size: \_\_\_\_\_

**DESCRIBE THE PROPOSED ACTIVITY:** Applicant must attach a scaled drawing of the proposed activity showing property boundaries, location of activity relative to wetland/watercourse and types of equipment to be used.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agent Approval? \_\_\_\_\_ yes \_\_\_\_\_ no

Reason for Agent Approval:

DEP Form completed: \_\_\_\_\_

Authorized Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Date of Legal notice to be published:* \_\_\_\_\_ *Appeal period ending:* \_\_\_\_\_

Conditions Attached to Approval:

The applicant understands that this application is to be considered complete when all information and documents required by the Agent or Commission have been submitted. The undersigned warrants the truth of all statements contained herein and all supporting documents according to the best of his/her knowledge and belief. Permission is granted to the Town of Windsor and applicable agent(s) to walk the property at reasonable times and perform inspections necessary to review the application, both before and after the approval is granted/issued.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner of Record: \_\_\_\_\_ Date: \_\_\_\_\_