

Congamond Local Permitting Program Checklist

Lakefront Property Owner(s) Name(s): _____

Property Address: _____ ☐ Southwick, MA ☐ West Suffield, CT

Permit No: _____ Date Inspected: _____ Inspected By: _____

<input type="checkbox"/>	Local Permit Applications for existing water structures submitted after May 31, 2010 will require proper "Notice" to the Conservation Commission and Abutters
<input type="checkbox"/>	Annual Local Permit is valid from "Ice Out" to December 1 st and all permitted structures must be removed from water prior to December 1 st
<input type="checkbox"/>	Annual Local Permit must be renewed by April 15 th for Annual Permit to remain valid
<input type="checkbox"/>	Local Permit Numbers for structures (Docks, Swim Floats, Moorings & Buoys) will be assigned by Con Comm when Local Permit Application is submitted
<input type="checkbox"/>	Contrasting color 3" (min) Permit Number to be affixed to outboard end of the outermost dock section prior to inspection by Con Com
<input type="checkbox"/>	Contrasting color 1" (min) Permit Number to be affixed to the sides of all other dock sections prior to inspection by Con Com
<input type="checkbox"/>	Annual Sticker to be affixed to outboard end of outermost dock section adjacent to identification number
<input type="checkbox"/>	No pressure treated lumber allowed to be in direct contact with water for any structure built after December 1, 2006
<input type="checkbox"/>	Docks must not exceed 600 square feet in surface area; Greater than 600 square feet requires DEP license
<input type="checkbox"/>	Docks must not be longer than 75' (from shore); Longer than 75' requires hardship approval
<input type="checkbox"/>	Docks must be less than 25' to either extended property line; Closer to property line requires hardship approval.
<input type="checkbox"/>	Structures shall not be placed in a navigation channel or interfere with navigation or public rights for lateral access
<input type="checkbox"/>	All swim floats must be light color and have reflectors on all sides and be 24" maximum over water.
<input type="checkbox"/>	All water structures associated with property identified and located on sketch provided with Permit Application
<input type="checkbox"/>	Annual Swim Float Stickers & Permit Number shall be affixed to all Swim Floats
<input type="checkbox"/>	Annual Mooring Stickers & Permit Number shall be affixed to all Moorings
<input type="checkbox"/>	Annual Swim Buoy Sticker & Permit Number must be affixed to all Swim Buoys
<input type="checkbox"/>	Annual Vessel Sticker must be affixed adjacent to CT/MA Vessel Registration Sticker on all registered vessels moored on docks or moorings on Congamond
<input type="checkbox"/>	Determine & verify classification of applicant for structure and vessel stickers (i.e., lakefront owner/resident, non-lakefront owner, renter...); Fees are based on <u>verified</u> classification.
<input type="checkbox"/>	Copies of boating bylaws & regulations given to water structure & boat owners