Wendell Wetland Services

105 Montague Road Wendell, MA 01379 (978) 544-5607 ward.ves@gmail.com

September 14, 2023

Shutesbury Conservation Commission P.O. Box 274 Shutesbury, MA 01330-0560

RE: Proposed Stairway Extension, 56 Lake Drive

Dear Commission Members:

On behalf of Leonard and Loretta Moskal, enclosed please find two copies of a *Notice of intent* for the above referenced project, along with a check for \$ 67.50 for the Town's portion of the State filing fee, and a check for \$ 25.00 under the Shutesbury General Wetlands Bylaw.

Wetland Delineation

The wetlands on the property were delineated by Ward W. Smith, SPWS on July 7, 2023. Flags A-1 to A-5 mark the top of the "bank" resource area, which was determined to be the first observable break in the slope. The area upgradient of the bank is lawn, and was evaluated using the methodology outlined in the Regulations at 310 CMR 10.55 and in the DEP handbook *Delineating Bordering Vegetated Wetlands under the Massachusetts Wetlands Protection Act* (1995). This area does not contain hydric soils, as determined by using the interagency document *Field Indicators for Identifying Hydric Soils in New England, Version 4* (2019), nor does it contain wetland hydrology. Therefore, this area is not a "bordering vegetated wetland." However, the area immediately upgradient of the bank is within the "bordering land subject to flooding" resource area as per FEMA Floodplain Maps. The wetland flags were surveyed by Green River survey, and are shown on the Site Plan.

Proposed Work

This filing is for the extension of an existing staircase within the lawn on the property. The staircase will be constructed of railroad ties and gravel. The proposed work is within the 100-foot "buffer zone" to the "bank" resource area along Lake Wyola (this is called the Adjacent Upland Resource Area under the Bylaw). A total of 280 square feet of lawn is proposed to be converted to stairs.

Prior to construction, a double erosion control barrier consisting of a silt fence and straw waddle will be installed upgradient of the bank and bordering land subject to flooding resource areas in order to protect them during construction.

Any disturbed areas adjacent to the new stairway will be loamed and sown with grass seed, and will be returned to lawn. Sediment and erosion control will remain in place

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Any disturbed areas adjacent to the new stairway will be loamed and sown with grass seed, and will be returned to lawn. Sediment and erosion control will remain in place

until the work area is stable and adjacent areas are re-vegetated, or until the Commission has granted permission for its removal.

Alternatives

The project is necessary for safety reasons, as the property owners would like to be able to access the Lake without the danger of slipping on the existing grassy slope. Other than the "no work" alternative, which does not fulfill the project purpose, all other alternatives would involve installing more impervious material within the buffer zone. The proposed alternative is the most cost-effective, low-impact option.

We respectfully request that the Commission issue an Order of Conditions for the work, along with any special conditions that the Commission finds necessary in order protect the Interests Identified in The Act and the Shutesbury General Wetlands Protection Bylaw.

Sincerely, Wendell Wetland Services

Ward W. Smith, SPWS Senior Professional Wetland Scientist

cc: DEP (efile)



Massachusetts Department of Environmental Protection Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File Number

Document Transaction Number Shutesbury City/Town



computer, use

key.

only the tab key to move your cursor - do not use the return

A. General Information

1. Project Location (Note: electronic filers will click on button to locate project site):

56 Lake Drive		Shutesbury	01072
a. Street Address		b. City/Town	c. Zip Code
Latitude and Longitude:		42.49913	72.43275
Lanuue and Longitude.		d. Latitude	e. Longitude
В		42	
f. Assessors Map/Plat Number		g. Parcel /Lot Number	
Applicant:			
Leonard and Loretta		Moskal	
a. First Name		b. Last Name	
c. Organization			
68 Ogden Street			
d. Street Address			
Holyoke		MA	01040
e. City/Town		f. State	g. Zip Code
(413) 313-1577	<u> </u>	lennylorie@comcast.net	
h. Phone Number i.	Fax Number	j. Email Address	
c. Organization			
c. Organization d. Street Address			
		f. State	g. Zip Code
d. Street Address e. City/Town		f. State j. Email address	g. Zip Code
d. Street Address e. City/Town			g. Zip Code
d. Street Address e. City/Town h. Phone Number i.			g. Zip Code
d. Street Address e. City/Town h. Phone Number i. Representative (if any):		j. Email address	g. Zip Code
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service	Fax Number	j. Email address	g. Zip Code
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name	Fax Number	j. Email address	g. Zip Code
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service c. Company 105 Montague Road	Fax Number	j. Email address	g. Zip Code
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service c. Company	Fax Number	j. Email address Smith b. Last Name	
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service c. Company 105 Montague Road d. Street Address Wendell	Fax Number	j. Email address Smith b. Last Name	01379
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service c. Company 105 Montague Road d. Street Address	Fax Number	j. Email address Smith b. Last Name	
d. Street Address e. City/Town h. Phone Number i. Representative (if any): Ward a. First Name Wendell Wetland Service c. Company 105 Montague Road d. Street Address Wendell e. City/Town (978) 544-5607	Fax Number	j. Email address j. Email address Smith b. Last Name MA f. State ward.ves@gmail.com	01379
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φ TTU.UU	\$ 42.50	φ07.30
a. Total Fee Paid	b. State Fee Paid	c. City/Town Fee Paid

Before completing this form consult your local Conservation Commission regarding any municipal bylaw or ordinance.

4



Provided by MassDEP: Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent

MassDEP File Number

Document Transaction Number Shutesbury

City/Town

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

A. General Information (continued)

6. General Project Description:

It is proposed to install an extension of the existing staircase within the lawn. The stairway will be constructed of railraod ties and gravel. Prior to construction, sediment and erosion control will be installed between the work and the bank of Llake Wyola. All disturbed areas outside of the staircase will e re-vegetated with grass.

7а.	Project	Type Checklist:	(Limited	Project	Types	see	Section	Α.	7b.)
-----	---------	-----------------	----------	---------	-------	-----	---------	----	-----	---

1.	Single Family Home	2. Residential Subdivision
3.	Commercial/Industrial	4. Dock/Pier
5.	Utilities	6. 🗌 Coastal engineering Structure
7.	Agriculture (e.g., cranberries, forestry)	8. 🔲 Transportation

9. Other

1.

7b. Is any portion of the proposed activity eligible to be treated as a limited project (including Ecological Restoration Limited Project) subject to 310 CMR 10.24 (coastal) or 310 CMR 10.53 (inland)?

Yes 🖂		If yes, describe which limited project applies to this project. (See 310 CMR
165		10.24 and 10.53 for a complete list and description of limited project types)

2. Limited Project Type

If the proposed activity is eligible to be treated as an Ecological Restoration Limited Project (310 CMR10.24(8), 310 CMR 10.53(4)), complete and attach Appendix A: Ecological Restoration Limited Project Checklist and Signed Certification.

8. Property recorded at the Registry of Deeds for:

Franklin	
a. County	b. Certificate # (if registered land)
7478	100
c. Book	d. Page Number

B. Buffer Zone & Resource Area Impacts (temporary & permanent)

- 1. X Buffer Zone Only Check if the project is located only in the Buffer Zone of a Bordering Vegetated Wetland, Inland Bank, or Coastal Resource Area.
- 2. Inland Resource Areas (see 310 CMR 10.54-10.58; if not applicable, go to Section B.3, Coastal Resource Areas).

Check all that apply below. Attach narrative and any supporting documentation describing how the project will meet all performance standards for each of the resource areas altered, including standards requiring consideration of alternative project design or location.



Massachusetts Department of Environmental Protection Bureau of Resource Protection - Wetlands Provided by MassDEP:

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B. Buffer Zone & Resource Area Impacts (temporary & permanent) (cont'd)

	<u>Resour</u>	<u>ce Area</u>	Size of Proposed Alteration	Proposed Replacement (if any)		
For all projects affecting other Resource Areas,	a. 🗌 b. 🗌	Bank Bordering Vegetated Wetland	1. linear feet	2. linear feet		
please attach a narrative explaining how the resource area was	c. 🗌	Land Under Waterbodies and Waterways	Square feet 3. cubic yards dredged	2. square feet		
delineated.	Resour	<u>ce Area</u>	Size of Proposed Alteration	Proposed Replacement (if any)		
	d. 🗌	Bordering Land Subject to Flooding	1. square feet	2. square feet		
	e. 🗌	Isolated Land Subject to Flooding	 Cubic feet of flood storage lost square feet 	4. cubic feet replaced		
		Subject to Flooding	2. cubic feet of flood storage lost	3. cubic feet replaced		
	f. 🗌	Riverfront Area	1. Name of Waterway (if available) - specify coastal or inland			
	2.	Width of Riverfront Area (check one):			
		25 ft Designated De	ensely Developed Areas only			
		🔲 100 ft New agricultu	iral projects only			
		🔲 200 ft All other proje	ects			
	3.	Total area of Riverfront Area	a on the site of the proposed projec	t: square feet		
	4.	Proposed alteration of the R	Riverfront Area:			
	a.t	otal square feet	b. square feet within 100 ft.	c. square feet between 100 ft. and 200 ft.		
	5.	Has an alternatives analysis	s been done and is it attached to thi	s NOI? Yes No		
	6. \	Was the lot where the activi	ty is proposed created prior to Aug	ust 1, 1996? 🗌 Yes 🗌 No		
3.		astal Resource Areas: (See	310 CMR 10.25-10.35)			
	Note:	for coastal riverfront areas,	please complete Section B.2.f. abo	ove.		



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Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent Massachusetts Wetlands Protection Act M.G.L. c. 131, §40 MassDEP File Number

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B. Buffer Zone & Resource Area Impacts (temporary & permanent) (cont'd)

Check all that apply below. Attach narrative and supporting documentation describing how the project will meet all performance standards for each of the resource areas altered, including standards requiring consideration of alternative project design or location.

Online Users: Include your document transaction number		Resource Area		Size of Proposed Alteration	Proposed Replacement (if any)	
		a. 🗌	Designated Port Areas	Indicate size under Land Under	the Ocean, below	
(provided on your receipt page) with all		b. 🗌	Land Under the Ocean	1. square feet		
supplementary information you submit to the				2. cubic yards dredged		
Department.		c. 🗌	Barrier Beach	Indicate size under Coastal Beac	hes and/or Coastal Dunes below	
		d. 🗌	Coastal Beaches	1. square feet	2. cubic yards beach nourishment	
		e. 🗌	Coastal Dunes	1. square feet	2. cubic yards dune nourishment	
				Size of Proposed Alteration	Proposed Replacement (if any)	
		f. 🗌	Coastal Banks	1. linear feet		
		g. 🗌	Rocky Intertidal Shores	1. square feet		
		h. 🗌	Salt Marshes	1. square feet	2. sq ft restoration, rehab., creation	
			i. 🗌	Land Under Salt Ponds	1. square feet	
				2. cubic yards dredged		
		j. k	j. 🗌	Land Containing Shellfish	1. square feet	
					k. 🗌	Fish Runs
				1. cubic yards dredged		
		I. 🗌	Land Subject to Coastal Storm Flowage	1. square feet		
	4.	If the p	storation/Enhancement roject is for the purpose of footage that has been ente	restoring or enhancing a wetland r ered in Section B.2.b or B.3.h abov		
		a. square	e feet of BVW	b. square feet of Sa	alt Marsh	
	5.	🗌 Pro	oject Involves Stream Cross	sings		

b. number of replacement stream crossings

a. number of new stream crossings



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C. Other Applicable Standards and Requirements

This is a proposal for an Ecological Restoration Limited Project. Skip Section C and complete Appendix A: Ecological Restoration Limited Project Checklists – Required Actions (310 CMR 10.11).

Streamlined Massachusetts Endangered Species Act/Wetlands Protection Act Review

1. Is any portion of the proposed project located in **Estimated Habitat of Rare Wildlife** as indicated on the most recent Estimated Habitat Map of State-Listed Rare Wetland Wildlife published by the Natural Heritage and Endangered Species Program (NHESP)? To view habitat maps, see the *Massachusetts Natural Heritage Atlas* or go to http://maps.massgis.state.ma.us/PRI_EST_HAB/viewer.htm.

a. 🗌 Yes 🖾 No	If yes, include proof of mailing or hand delivery of NOI to:
	Natural Heritage and Endangered Species Program Division of Fisheries and Wildlife
online mapping	1 Rabbit Hill Road Westborough, MA 01581

If yes, the project is also subject to Massachusetts Endangered Species Act (MESA) review (321 CMR 10.18). To qualify for a streamlined, 30-day, MESA/Wetlands Protection Act review, please complete Section C.1.c, and include requested materials with this Notice of Intent (NOI); *OR* complete Section C.2.f, if applicable. *If MESA supplemental information is not included with the NOI, by completing Section 1 of this form, the NHESP will require a separate MESA filing which may take up to 90 days to review (unless noted exceptions in Section 2 apply, see below).*

- c. Submit Supplemental Information for Endangered Species Review*
 - 1.
 Percentage/acreage of property to be altered:

(a) within wetland Resource Area

percentage/acreage

(b) outside Resource Area

percentage/acreage

- 2. Assessor's Map or right-of-way plan of site
- 2. Project plans for entire project site, including wetland resource areas and areas outside of wetlands jurisdiction, showing existing and proposed conditions, existing and proposed tree/vegetation clearing line, and clearly demarcated limits of work **
 - (a) Project description (including description of impacts outside of wetland resource area & buffer zone)
 - (b) Photographs representative of the site

^{*} Some projects **not** in Estimated Habitat may be located in Priority Habitat, and require NHESP review (see https://www.mass.gov/ma-endangered-species-act-mesa-regulatory-review).

Priority Habitat includes habitat for state-listed plants and strictly upland species not protected by the Wetlands Protection Act.

^{**} MESA projects may not be segmented (321 CMR 10.16). The applicant must disclose full development plans even if such plans are not required as part of the Notice of Intent process.



Massachusetts Department of Environmental Protection Provided by MassDEP:

Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

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C. Other Applicable Standards and Requirements (cont'd)

(c) MESA filing fee (fee information available at <u>https://www.mass.gov/how-to/how-to-file-for-a-mesa-project-review</u>).

Make check payable to "Commonwealth of Massachusetts - NHESP" and *mail to NHESP* at above address

Projects altering 10 or more acres of land, also submit:

- (d) Vegetation cover type map of site
- (e) Project plans showing Priority & Estimated Habitat boundaries
- (f) OR Check One of the Following
- 1. Project is exempt from MESA review. Attach applicant letter indicating which MESA exemption applies. (See 321 CMR 10.14, <u>https://www.mass.gov/service-details/exemptions-from-review-for-projectsactivities-in-priority-habitat</u>; the NOI must still be sent to NHESP if the project is within estimated habitat pursuant to 310 CMR 10.37 and 10.59.)

2.	Separate MESA review ongoing.		
2.	Separate MLSA review origoning.	a. NHESP Tracking #	b. Date submitted to NHESP

- 3. Separate MESA review completed. Include copy of NHESP "no Take" determination or valid Conservation & Management Permit with approved plan.
- 3. For coastal projects only, is any portion of the proposed project located below the mean high water line or in a fish run?

a. 🛛 Not applicable – project is in inland resource area only	b. 🗌 Yes	🗌 No
---	----------	------

If yes, include proof of mailing, hand delivery, or electronic delivery of NOI to either:

South Shore - Cohasset to Rhode Island border, and North Shore - Hull to New Hampshire border: the Cape & Islands:

Division of Marine Fisheries -Southeast Marine Fisheries Station Attn: Environmental Reviewer 836 South Rodney French Blvd. New Bedford, MA 02744 Email: <u>dmf.envreview-south@mass.gov</u> Division of Marine Fisheries -North Shore Office Attn: Environmental Reviewer 30 Emerson Avenue Gloucester, MA 01930 Email: dmf.envreview-north@mass.gov

Also if yes, the project may require a Chapter 91 license. For coastal towns in the Northeast Region, please contact MassDEP's Boston Office. For coastal towns in the Southeast Region, please contact MassDEP's Southeast Regional Office.

c. 🗌	ls this ar	aquaculture	project?
U.	13 1113 11	aquaculture	project

Ы	Yes	No
a.	res	110

If yes, include a copy of the Division of Marine Fisheries Certification Letter (M.G.L. c. 130, § 57).

	Massachusetts Department of Environmental Protection Provided by MassDEP:					
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	Ν	/PA Form 3 – Notice of Intent				
		assachusetts Wetlands Protection Act M.G.L. c. 131, §40	Document Transaction Number			
	IVIC		Shutesbury			
	_		City/Town			
	C. Other Applicable Standards and Requirements (cont'd)					
	4.	Is any portion of the proposed project within an Area of Critical Environmental Concern (ACEC)?				
Online Users: Include your document		a. Yes No If yes, provide name of ACEC (see instruction Website for ACEC locations). Note: electronic				
transaction number		b. ACEC				
(provided on your receipt	5.	Is any portion of the proposed project within an area designated as an (ORW) as designated in the Massachusetts Surface Water Quality Sta				
page) with all supplementary information you		a. 🗌 Yes 🖾 No				
submit to the Department.	6.	Is any portion of the site subject to a Wetlands Restriction Order under Restriction Act (M.G.L. c. 131, § 40A) or the Coastal Wetlands Restriction				
		a. 🗌 Yes 🖾 No				
	7.	Is this project subject to provisions of the MassDEP Stormwater Mana	gement Standards?			
		 a. Yes. Attach a copy of the Stormwater Report as required by the Standards per 310 CMR 10.05(6)(k)-(q) and check if: 1. Applying for Low Impact Development (LID) site design creation Stormwater Management Handbook Vol. 2, Chapter 3) 	-			
		2. A portion of the site constitutes redevelopment				
		3. Proprietary BMPs are included in the Stormwater Manage	ment System.			
		b. No. Check why the project is exempt:				
		1. Single-family house				
		2. Emergency road repair				
		3. Small Residential Subdivision (less than or equal to 4 sing or equal to 4 units in multi-family housing project) with no disc				
	D.	Additional Information				
		This is a proposal for an Ecological Restoration Limited Project. Skip S Appendix A: Ecological Restoration Notice of Intent – Minimum Requir 10.12).				

Applicants must include the following with this Notice of Intent (NOI). See instructions for details.

Online Users: Attach the document transaction number (provided on your receipt page) for any of the following information you submit to the Department.

- 1. USGS or other map of the area (along with a narrative description, if necessary) containing sufficient information for the Conservation Commission and the Department to locate the site. (Electronic filers may omit this item.)
- 2. Plans identifying the location of proposed activities (including activities proposed to serve as a Bordering Vegetated Wetland [BVW] replication area or other mitigating measure) relative to the boundaries of each affected resource area.



Provided by MassDEP: Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent

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D. Additional Information (cont'd)

- 3. Identify the method for BVW and other resource area boundary delineations (MassDEP BVW Field Data Form(s), Determination of Applicability, Order of Resource Area Delineation, etc.), and attach documentation of the methodology.
- 4. 🖂 List the titles and dates for all plans and other materials submitted with this NOI.

Site Plan	
a. Plan Title	
Green River Survey	Daniel P. Salls, PLS
b. Prepared By	c. Signed and Stamped by
8/27/2023	
d. Final Revision Date	e. Scale

f. Additional Plan or Document Title

g. Date

- 5. 🗍 If there is more than one property owner, please attach a list of these property owners not listed on this form.
- 6. Attach proof of mailing for Natural Heritage and Endangered Species Program, if needed.
- 7. 🗌 Attach proof of mailing for Massachusetts Division of Marine Fisheries, if needed.
- 8. 🖂 Attach NOI Wetland Fee Transmittal Form
- 9. 🗌 Attach Stormwater Report, if needed.

E. Fees

Fee Exempt: No filing fee shall be assessed for projects of any city, town, county, or district 1. of the Commonwealth, federally recognized Indian tribe housing authority, municipal housing authority, or the Massachusetts Bay Transportation Authority.

Applicants must submit the following information (in addition to pages 1 and 2 of the NOI Wetland Fee Transmittal Form) to confirm fee payment:

1018	9/14/2023		
2. Municipal Check Number	3. Check date		
Paid Online			
4. State Check Number	5. Check date		
Ward	Smith		
6. Payor name on check: First Name	7. Payor name on check: Last Name		



Massachusetts Department of Environmental Protection Bureau of Resource Protection - Wetlands NOI Wetland Fee Transmittal Form

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Important: When	
filling out forms	
on the computer,	1
use only the tab	••
key to move your	
cursor - do not	
use the return	
key.	



A. Applicant Information

1.	Location of Project:			
	56 Lake Drive		Shutesbury	
	a. Street Address		b. City/Town	
	Paid Online			
	c. Check number		d. Fee amount	
2.	Applicant Mailing Addre	ess:		
	Leonard and Loretta		Moskal	
	a. First Name		b. Last Name	
	c. Organization			
	68 Ogden Street			
	d. Mailing Address			
	Holyoke		MA	01040
	e. City/Town		f. State	g. Zip Code
	(413) 313-1577		lennylorie@comcast.net	
	h. Phone Number	i. Fax Number	j. Email Address	
3.	Property Owner (if different):			
	a. First Name		b. Last Name	
	c. Organization			
	d. Mailing Address			
	e. City/Town		f. State	g. Zip Code
	h. Phone Number	i. Fax Number	j. Email Address	

To calculate filing fees, refer to the category fee list and examples in the instructions for filling out WPA Form 3 (Notice of Intent).

B. Fees

Fee should be calculated using the following process & worksheet. *Please see Instructions before filling out worksheet.*

Step 1/Type of Activity: Describe each type of activity that will occur in wetland resource area and buffer zone.

Step 2/Number of Activities: Identify the number of each type of activity.

Step 3/Individual Activity Fee: Identify each activity fee from the six project categories listed in the instructions.

Step 4/Subtotal Activity Fee: Multiply the number of activities (identified in Step 2) times the fee per category (identified in Step 3) to reach a subtotal fee amount. Note: If any of these activities are in a Riverfront Area in addition to another Resource Area or the Buffer Zone, the fee per activity should be multiplied by 1.5 and then added to the subtotal amount.

Step 5/Total Project Fee: Determine the total project fee by adding the subtotal amounts from Step 4.

Step 6/Fee Payments: To calculate the state share of the fee, divide the total fee in half and subtract \$12.50. To calculate the city/town share of the fee, divide the total fee in half and add \$12.50.



Massachusetts Department of Environmental Protection Prov Bureau of Resource Protection - Wetlands

WPA Form 3 – Notice of Intent

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F. Signatures and Submittal Requirements

I hereby certify under the penalties of perjury that the foregoing Notice of Intent and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge. I understand that the Conservation Commission will place notification of this Notice in a local newspaper at the expense of the applicant in accordance with the wetlands regulations, 310 CMR 10.05(5)(a).

I further certify under penalties of perjury that all abutters were notified of this application, pursuant to the requirements of M.G.L. c. 131, § 40. Notice must be made by Certificate of Mailing or in writing by hand delivery or certified mail (return receipt requested) to all abutters within 100 feet of the property line of the project location.

and on the (for the applicant) 1. Signature of Applicant

9/14/2023 2. Date

3. Signature of Property Owner (if different) rachti 5. Signature of Representative (if any)

9/14/2023 6 Date

For Conservation Commission:

Two copies of the completed Notice of Intent (Form 3), including supporting plans and documents, two copies of the NOI Wetland Fee Transmittal Form, and the city/town fee payment, to the Conservation Commission by certified mail or hand delivery.

For MassDEP:

One copy of the completed Notice of Intent (Form 3), including supporting plans and documents, one copy of the NOI Wetland Fee Transmittal Form, and a **copy** of the state fee payment to the MassDEP Regional Office (see Instructions) by certified mail or hand delivery.

Other:

If the applicant has checked the "yes" box in any part of Section C, Item 3, above, refer to that section and the Instructions for additional submittal requirements.

The original and copies must be sent simultaneously. Failure by the applicant to send copies in a timely manner may result in dismissal of the Notice of Intent.



Massachusetts Department of Environmental Protection Bureau of Resource Protection - Wetlands NOI Wetland Fee Transmittal Form

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

B. Fees (continued)

Step 1/Type of Activity	Step 2/Number of Activities	Step 3/Individual Activity Fee	Step 4/Subtotal Activity Fee
Work associated with sfh.	<u>1</u>	\$ 110.00	·
	Step 5/To	otal Project Fee:	\$ 110.00
		Fee Payments:	<u>·</u>
	Total	Project Fee:	\$ 110.00 a. Total Fee from Step 5
	State share	of filing Fee:	\$ 42.50 b. 1/2 Total Fee less \$ 12.50
	City/Town share	e of filling Fee:	\$ 67.50 c. 1/2 Total Fee plus \$12.50

C. Submittal Requirements

a.) Complete pages 1 and 2 and send with a check or money order for the state share of the fee, payable to the Commonwealth of Massachusetts.

Department of Environmental Protection Box 4062 Boston, MA 02211

b.) **To the Conservation Commission:** Send the Notice of Intent or Abbreviated Notice of Intent; a **copy** of this form; and the city/town fee payment.

To MassDEP Regional Office (see Instructions): Send a copy of the Notice of Intent or Abbreviated Notice of Intent; a **copy** of this form; and a **copy** of the state fee payment. (E-filers of Notices of Intent may submit these electronically.)

