

INSTRUCTION PAGE NOTICE OF INTENT

Massachusetts Wetlands Protection Act, M.G.L. c. 131, S40 and Town of Plymouth Wetland Bylaw

<u>DEP LAKEVILLE</u>	<u>PLYMOUTH CONSERVATION COMMISSION</u>
*Mail (1) copy of the completed Notice of Intent application and (1) copy of all supporting plans TO: Department of Environmental Protection 20 Riverside Drive Route 105 Lakeville, MA 02347 *(Use Certified Mail, Return Receipt or hand-deliver)	Mail (2) copies of the completed NOI application and (5) copies of all supporting plans TO: Conservation Commission 11 Lincoln Street Plymouth, MA 02360 *(Use Certified Mail, Return Receipt or hand-deliver)

PLEASE: FOUR (4) SEPARATE CHECKS ARE REQUIRED

1. FILING FEES:

TOTAL Massachusetts Wetland Protection Act Fee (WPA)

▶ **State's Share of Fee:** (as calculated on the NOI Wetland Fee Transmittal Form)

Make this check payable to **Commonwealth of Massachusetts**

λ **VERY IMPORTANT: You must include a copy of this State's check with your completed Notice of Intent submission**

\$ _____
TOTAL FEE (Per WPA)

\$ _____
**(A) State's Share of WPA
Check #1**

▶ **Town Portion of Fee:** (as calculated on the NOI Wetland Fee Transmittal Form)

Make this check payable to **Town of Plymouth**

\$ _____
(B) Town's Share of WPA

▶ **Additional Local Wetlands Bylaw Filing Fee:**

(calculated from the Plymouth Wetlands Bylaw Filing Fee Schedule)

Make this check payable to **Town of Plymouth**

\$ _____
(C) Plymouth Bylaw Fee

▶ A Penalty Fee is assessed when your project has started prior to filing for your Conservation permits.

\$ _____
(D) PENALTY Fee if applicable

\$ _____
**(E) TOTAL Plymouth Fee
Check #2 (Total B + C + D)
(one check payable to Town of Plymouth)**

Other Fees:

▶ **Abutter Fee** - \$1.00/name for each abutter
(as calculated on the Abutter Notification List/Property Access Form page)
Make this check payable to **Town of Plymouth**

\$ _____
**(F) Abutter Fee \$1/name
Check #3 (Town of Plymouth)**

▶ **Include:**

- Copy of the Assessor's Certified Abutter's List
- One (1) mailing label for each name on the list (prepared labels are provided to you by the Assessor's Office)

▶ **Legal Ad** - \$55/payable to CNC
Make this check payable to "**Community Newspaper Co.**" or "**CNC**"

\$ _____
**(G) Advertising Fee \$55
Check #4 (CNC)**

YOUR PROJECT MUST BE STAKED OUT ON THE LOT

OFFICE CONTACTS:

**Michelle Turner, Administrative Assistant, 508-747-1620 x139
Richard Vacca, Conservation Planner, 508-747-1620, x140**

TOWN HALL HOURS:

Monday -Friday – 7:30 AM to 4:00 PM



WPA Form 3 – Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And Town of Plymouth Wetlands Bylaw

A. General Information

1. Project Location

_____	<u>PLYMOUTH</u>	<u>02360</u>
a. Street Address	b. City/Town	c. Zip Code
_____	_____	_____
Latitude and Longitude:	d. Latitude	e. Longitude
_____	_____	_____
f. Assessors Map/Plat Number	g. Parcel /Lot Number	

2. Applicant:

_____	_____	
a. First Name	b. Last Name	

c. Organization		

d. Street Address		
_____	_____	_____
e. City/Town	f. State	g. Zip Code
_____	_____	_____
h. Phone Number	i. Fax Number	j. Email Address

3. Property owner (required if different from applicant): Check if more than one owner

_____	_____	
a. First Name	b. Last Name	

c. Organization		

d. Street Address		
_____	_____	_____
e. City/Town	f. State	g. Zip Code
_____	_____	_____
h. Phone Number	i. Fax Number	j. Email address

4. Representative (if any):

_____	_____	
a. First Name	b. Last Name	

c. Company		

d. Street Address		
_____	_____	_____
e. City/Town	f. State	g. Zip Code
_____	_____	_____
h. Phone Number	i. Fax Number	j. Email address

5. Total WPA Fee Paid (from NOI Wetland Fee Transmittal Form):

_____	_____	_____
a. Total Fee Paid	b. State Fee Paid	c. City/Town Fee Paid
_____	_____	_____
_____	_____	_____
c. Plymouth Bylaw Fee Paid	d. Add'l Bylaw Penalty Fee Paid	



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Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And Town of Plymouth Wetlands Bylaw

A. General Information (continued)

6. General Project Description: A complete written project narrative must be included, per Plymouth Rules & Regs.

7a. Project Type Checklist:

- | | |
|---|---|
| 1. <input type="checkbox"/> Single Family Home | 2. <input type="checkbox"/> Residential Subdivision |
| 3. <input type="checkbox"/> Limited Project Driveway Crossing | 4. <input type="checkbox"/> Commercial/Industrial |
| 5. <input type="checkbox"/> Dock/Pier | 6. <input type="checkbox"/> Utilities |
| 7. <input type="checkbox"/> Coastal Engineering Structure | 8. <input type="checkbox"/> Agriculture (e.g., cranberries, forestry) |
| 9. <input type="checkbox"/> Transportation | 10. <input type="checkbox"/> Other |

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

1. Yes No If yes, describe which limited project applies to this

2. Limited Project

8. Property recorded at the Registry of Deeds for:

PLYMOUTH

a. County

b. Certificate # (if registered land)

c. Book

d. Page Number

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

- 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.
- 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.

For all projects affecting other Resource Areas, please attach a narrative explaining how the resource area was delineated.

Resource Area	Size of Proposed Alteration	Proposed Replacement (if any)
a. <input type="checkbox"/> Bank	1. linear feet	2. linear feet
b. <input type="checkbox"/> Bordering Vegetated Wetland	1. square feet	2. square feet
c. <input type="checkbox"/> Land Under Waterbodies and Waterways	1. square feet 3. cubic yards dredged	2. square feet



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

<u>Resource Area</u>	<u>Size of Proposed Alteration</u>	<u>Proposed Replacement (if any)</u>
d. <input type="checkbox"/> Bordering Land Subject to Flooding	1. square feet _____ 3. cubic feet of flood storage lost _____	2. square feet _____ 4. cubic feet replaced _____
e. <input type="checkbox"/> Isolated Land Subject to Flooding	1. square feet _____ 2. cubic feet of flood storage lost _____	3. cubic feet replaced _____
f. <input type="checkbox"/> Riverfront Area	1. Name of Waterway (if _____)	
2. Width of Riverfront Area (check one):		
<input type="checkbox"/> 25 ft. - Designated Densely Developed Areas only		
<input type="checkbox"/> 100 ft. - New agricultural projects only		
<input type="checkbox"/> 200 ft. - All other projects		
3. Total area of Riverfront Area on the site of the proposed project:		_____ square feet
4. Proposed alteration of the Riverfront Area:		
a. total square feet _____	b. square feet within 100 ft. _____	c. square feet between 100 ft. and _____
5. Has an alternatives analysis been done and is it attached to this NOI?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Was the lot where the activity is proposed created prior to August 1, 1996?		<input type="checkbox"/> Yes <input type="checkbox"/> No
3. <input type="checkbox"/> Coastal Resource Areas: (See 310 CMR 10.25-10.35)		

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 (provided on your receipt page) with all supplementary information you submit to the Department.

<u>Resource Area</u>	<u>Size of Proposed Alteration</u>	<u>Proposed Replacement (if any)</u>
a. <input type="checkbox"/> Designated Port Areas	Indicate size under Land Under the Ocean, below	
b. <input type="checkbox"/> Land Under the Ocean	1. square feet _____ 2. cubic yards dredged _____	
c. <input type="checkbox"/> Barrier Beach	Indicate size under Coastal Beaches and/or _____	
d. <input type="checkbox"/> Coastal Beaches	1. square feet _____	2. cubic yards beach _____
e. <input type="checkbox"/> Coastal Dunes	1. square feet _____	2. cubic yards dune nourishment _____



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

	<u>Size of Proposed Alteration</u>	<u>Proposed Replacement (if any)</u>
f. <input type="checkbox"/> Coastal Banks	1. linear feet _____	
g. <input type="checkbox"/> Rocky Intertidal Shores	1. square feet _____	
h. <input type="checkbox"/> Salt Marshes	1. square feet _____	2. sq ft restoration, rehab., _____
i. <input type="checkbox"/> Land Under Salt Ponds	1. square feet _____	
	2. cubic yards dredged _____	
j. <input type="checkbox"/> Land Containing Shellfish	1. square feet _____	
k. <input type="checkbox"/> Fish Runs	Indicate size under Coastal Banks, inland Bank, Land Under the Ocean, and/or inland Land	
	1. cubic yards dredged _____	
l. <input type="checkbox"/> Land Subject to Coastal Storm Flowage	1. square feet _____	
4. <input type="checkbox"/> Restoration/Enhancement	If the project is for the purpose of restoring or enhancing a wetland resource area in addition to the square footage that has been entered in Section B.2.b or B.3.h above, please enter the additional amount here.	
	a. square feet of BWV _____	b. square feet of Salt Marsh _____
5. <input type="checkbox"/> Project Involves Stream Crossings		
	a. number of new stream crossings _____	b. number of replacement stream _____

C. Other Applicable Standards and Requirements

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
1 Rabbit Hill Road
Westborough, MA 01581

b. Date of map _____



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Provided by MassDEP:

SE57-

MassDEP File Number

PCC-

Document Transaction Number

Plymouth

City/Town

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

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.1.d, 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).*

1. 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

3. 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

(c) MESA filing fee (fee information available at <http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/regulatory-review/mass-endangered-species-act-mesa/mesa-fee-schedule.html>). 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

d. 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, <http://www.mass.gov/eea/agencies/dfg/dfw/laws-regulations/cmr/321-cmr-1000-massachusetts-endangered-species-act.html#10.14>; 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.

a. NHESP Tracking # _____

b. Date submitted to NHES _____

* Some projects not in Estimated Habitat may be located in Priority Habitat, and require NHESP review (see <http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/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.



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Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And Town of Plymouth Wetlands Bylaw

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

- 3. Separate MESA review completed.
Include copy of NHESP "no Take" determination or valid Conservation & Management Permit with approved plan.
- 2. 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 or hand delivery of

South Shore - Cohasset to Rhode Island, and the Cape & Islands:

*Division of Marine Fisheries - Southeast Marine Fisheries Station
Attn: Environmental Reviewer
1213 Purchase Street – 3rd Floor
New Bedford, MA 02740-6694*

North Shore - Hull to New Hampshire:

*Division of Marine Fisheries - North Shore Office
Attn: Environmental Reviewer
30 Emerson Avenue
Gloucester, MA 01930*

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.

- 3. Is any portion of the proposed project within an Area of Critical Environmental Concern (ACEC)?

a. Yes No

If yes, provide name of ACEC (see instructions to WPA Form 3 or MassDEP Website for ACEC locations). **Note:** electronic filers click on Website.

Ellenville Harbor ACEC or Great Herring ACEC

b. Town of Plymouth ACEC

- 4. Is any portion of the proposed project within an area designated as an Outstanding Resource Water (ORW) as designated in the Massachusetts Surface Water Quality Standards, 314 CMR 4.00?

a. Yes No

- 5. Is any portion of the site subject to a Wetlands Restriction Order under the Inland Wetlands Restriction Act (M.G.L. c. 131, § 40A) or the Coastal Wetlands Restriction Act (M.G.L. c. 130, § 105)?

a. Yes No

- 6. Is this project subject to provisions of the MassDEP Stormwater Management Standards?

a. Yes. Attach a copy of the Stormwater Report as required by the Stormwater Management Standards per 310 CMR 10.05(6)(k)-(q) and check if:

1. Applying for Low Impact Development (LID) site design credits (as described in Stormwater Management Handbook Vol. 2, Chapter 3)

2. A portion of the site constitutes redevelopment

3. Proprietary BMPs are included in the Stormwater Management System.

b. No. Check why the project is exempt:

1. Single-family house

Online Users:
Include your document transaction number (provided on your receipt page) with all supplementary information you submit to the Department.



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Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And Town of Plymouth Wetlands Bylaw

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

- 2. Emergency road repair
- 3. Small Residential Subdivision (less than or equal to 4 single-family houses or less than or equal to 4 units in multi-family housing project) with no discharge to Critical Areas.

D. Additional Information

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.
- 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.*

*Use additional

sheet if needed

a. Plan Title

b. Prepared By

c. Signed and Stamped by

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.



WPA Form 3 – Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And Town of Plymouth Wetlands Bylaw

E. Fees – State and Town of Plymouth Wetland Bylaw Fees

1. Fee Exempt: No filing fee shall be assessed for projects of any city, town, county, or district 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:

Payable to Town of Plymouth CHECK NO.	\$		
2. Municipal Check Number/Amount		3. Check date	
Payable to Commonwealth of MA-CHECK NO.	\$		
4. State Check Number		5. Check date	
6. Payor name on check: First Name		7. Payor name on check: Last Name	
\$	\$	Payable to CNC	566.00
8. Municipal Bylaw Fee	9. Municipal Bylaw Penalty Fee*	10. Legal Ad Fee *subject to change without notice	

*Bylaw Penalty Fee assessed when work has started prior to filing

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.

1. Signature of Applicant	2. Date
3. Signature of Property Owner (if different)	4. Date
5. Signature of Representative, (if any & if acting behalf of Applicant)	6. Date

For Plymouth Conservation Commission:

Two copies of the completed Notice of Intent (Form 3), including 5 copies of supporting plans and documents, two copies of the NOI Wetland Fee Transmittal Form, and the city/town fee payment (see #2, 8, 9, & 10 above), to the Plymouth 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 (see #4 above) 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

A. Applicant Information

1. Location of Project:

_____	PLYMOUTH
a. Street Address	b. City/Town
_____	_____
c. Check number	d. Fee amount

2. Applicant Mailing Address:

_____	_____	
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

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

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.

To calculate filing fees, refer to the category fee list and examples in the instructions for filling out WPA Form 3 (Notice of Intent). Or call the Plymouth Conservation Office 508-747-1620 x139



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

Step 5/Total Project Fee: _____

Step 6/Fee Payments:

a. Total Project Fee:	a. Total Fee from Step 5
b. State share of filing Fee:	b. 1/2 Total Fee less \$12.50
c. Town share of filling Fee:	c. 1/2 Total Fee plus \$12.50
d. Plymouth Bylaw Fee:	d. Plymouth Bylaw Fee
e. Plymouth Bylaw Penalty Fee: (if applicable)	e. Penalty Fee (if applicable)

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.)

ABUTTER NOTIFICATION LIST/PROPERTY ACCESS FORM
Pursuant to the Plymouth Wetlands Protection Bylaw & State Wetlands Protection Act

*****ABUTTER NOTIFICATION*****

Written notification of the Public Hearing shall be by the Commission at the expense of the applicant. A Certified list of abutters shall include the applicant, abutters, owners of land directly opposite on any public or private street or way, and abutters to abutters within 100 feet of the property line of the proposed project as they appear on the most recent Assessor's records.

Property owners within 100 feet of the property line of the proposed project must receive a copy of the completed NOTIFICATION TO ABUTTERS page by Certificate of Mailing or Certified Mail Return Receipt or hand-delivery w/confirmation, as mandated by the State and Plymouth Wetland Bylaw.

Note 1: The applicant shall complete the attached form to request a Certified Abutters List from the Assessor's Office. In turn, the Assessor's shall provide a certified list for a fee of \$25, which includes up to 100 mailing labels. (The certification of the list may take 7-10 business days).

Note 2: Your completed Notice of Intent must include a prepared mailing label for every abutter's name.

Abutter Fee Calculation:

Number of abutters _____ (count duplicate names only once)	x \$1.00/name = \$	_____*
		Total Abutter Fee
*fee collected under Plymouth Wetland Bylaw		

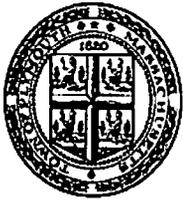
Signature of Applicant or Representative Date

PROPERTY ACCESS
Section VIII K and Section XI of the Plymouth Wetlands Bylaw

I hereby authorize the Plymouth Conservation Commission, its agents, officers and/or employees to enter the property upon which work is proposed for reasons deemed necessary by the Commission.

Signature of Applicant or Representative

Please provide directions to the property, starting from Town Hall.



TOWN OF PLYMOUTH
ASSESSORS' OFFICE

11 Lincoln Street
Plymouth, MA 02360
(508) 747-1620 x296

Abutter List Report
(Please allow 10 days for final list)

RECORD OWNER: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

TELEPHONE NO.: _____

FACSIMILE NO.: _____

Please specify type of request:

Direct Abutter 100' – Conservation 300' – Planning/Zoning 500' – Liquor License

Locus:

Subject Address: _____

Parcel ID: _____

This is to certify that at the time of the last assessment for taxation made by the Town of Plymouth, the names and addresses of the parties assessed as adjoining owners to the parcel land shown as above written.

Assessor's Use Only

DATE:

CERTIFIED BY:

*ownership as of

**NOTIFICATION TO ABUTTERS UNDER THE
MASSACHUSETTS WETLANDS PROTECTION ACT**

Chapter 131, Section 40

(required when submitting a Notice of Intent, WPA Form 3)

At the same time your Notice of Intent is submitted to the Conservation Office, this notification shall be sent via Certificate of Mailing or Certified Mail (return receipt) or Hand Delivered* to all abutters within 100 feet of the property lines of the proposed project.

In accordance with the 2nd paragraph of Massachusetts General Laws Chapter 131, Section 40, you are hereby notified of the following:

A. The name of the Applicant is: _____.

B. The Applicant has filed a Notice of Intent with the Plymouth Conservation Commission seeking permission to perform work which might: remove, fill, dredge, or alter an Area Subject to Protection Under the Wetlands Protection Act (General Laws, Chapter 131, Section 40).

Description of Project: _____

C. The location where the activity is proposed is:

Street Address _____

Assessors Parcel ID number: _____

D. The Notice of Intent may be examined at the Plymouth Conservation Office: Mon, Wed, Thu 7:30 AM to 5 PM, Tue, 7:30 AM to 7 PM, Closed Friday. 508-747-1620, x139.

(Copy fees: \$.20/page for 8 1/2 x 11; \$1.00/page for 11 x 17 and \$5.00/page for larger sizes)

E. You will be mailed information regarding the date, time and place of the public hearing from the Plymouth Conservation Commission.

NOTE: Notice of the scheduled Public Hearing, including date, time and place:

1) Will be published at least five (5) days in advance in the Old Colony Memorial Newspaper (published on Wednesday and Saturday of each week) and

2) Will be posted in the Town Hall, 11 Lincoln St., Plymouth, MA, not less than forty-eight (48) hours in advance of the public hearing.