

# HANCOCK ASSOCIATES

## *Notice of Intent*

### **317 Middleton Road**

Boxford, Massachusetts 01921

Prepared By:  
**HANCOCK ASSOCIATES**

Prepared for:  
**Andrew Collamore**

**July 2018**

HA Job Number: 16199

DANVERS, MA  
185 Centre Street  
Danvers, MA 01923  
Phone: 978-777-3050  
Fax: 978-774-7816

MARLBOROUGH, MA  
315 Elm Street  
Marlborough, MA 01752  
Phone: 508-460-1111  
Fax: 508-460-1121

CHELMSFORD, MA  
34 Chelmsford Street, Unit 2  
Chelmsford, MA 01824  
Phone: 978-244-0110  
Fax: 978-244-1133  
[www.hancockassociates.com](http://www.hancockassociates.com)

PRINCETON, MA  
P.O. Box 97  
Princeton, MA 01541  
Phone: 978-464-5890  
Fax: 978-464-5383

SALEM, NH  
P.O. Box 205  
403 Main Street, Unit 202  
Salem, NH 03079  
Phone: 603-898-4701

# HANCOCK ASSOCIATES

## ***NOI Checklist***

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**Boxford Conservation Commission**  
**Application Checklist-Notice of Intent (NOI)**

*This checklist is designed to assist the applicant in preparing a complete Notice of Intent application. One completed copy of the checklist should be submitted with the application. One (1) original and (7) copies of the NOI forms, plans and appurtenant data listed below are required to be submitted for a complete application*

**The following are required as part of a complete NOI application and are attached:**

✓  **Attached** Completed Notice of Intent form (available from the Conservation Office or at <http://www.mass.gov/dep/appkits/wpaform3.pdf> ). (Note: A copy of a complete NOI must also be mailed to the MassDEP NERO, 205B Lowell Street, Wilmington, MA 01887.)

✓  **Attached** Site Plan. See next page for required elements of plan.

✓  **Attached** List of abutters within 250' of the project parcel(s) (and all pond abutters if applicable), prepared and certified by the Town Assessor's Office. (Note: A notice of public hearing will be prepared by the Conservation office and provided to the applicant when the application is submitted. At the public hearing, the applicant must provide evidence that the notice was mailed to each of the persons on the certified abutters list.)

✓  **Attached** A copy of a check made out in the correct amount to the Department of Environmental Protection and a copy of a completed State Wetlands Fee Transmittal Form. (Note: the applicant is responsible for mailing this check along with a completed State Wetlands Fee Transmittal Form to the DEP "Lockbox" at Box 4062, Boston MA 02211.)

n/a  **Attached** A check for local filing fees made out in the correct amount to the "Town of Boxford".

**Attached**  **N/A** Proof of mailing or proof of hand delivery to the Natural Heritage and Endangered Species Program, if applicable.

**Attached**  **N/A** Evidence that all other Boxford Bylaw permit applications relevant to the project have been filed, if applicable (e.g., Board of Health, Zoning Board of Appeals). Please list all other Bylaw permit filings:

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**The following must be shown on the site plan attached to the application:**

- Shown** All appropriate plan requirements listed in Section 375-5(A)(1)(b) of the Town of Boxford Wetland Protection Bylaw Regulations.
- Shown** The signature and stamp of a Registered Professional Land Surveyor, Registered Sanitarian, or Registered Professional Engineer, and the identity of the firm/person that delineated the wetland resource area..
- Shown** Boundaries of all wetland resource areas (e.g., bordering vegetated wetland, bordering land subject to flooding). All demarcation flags must be located by survey in the field and shown on the plan.
- Shown** All wetland resource area setback lines (e.g., 100' Limit of Jurisdiction, 200' Riverfront, 25' No Disturb, 75' No Build).
- Shown** Existing contour information and proposed grading.
- Shown** Existing site conditions and proposed changes including structures, pavement, landscaping, underground utilities and building overhangs. (Note: it may be necessary to show areas outside of the limits of jurisdictional wetland area in order to provide adequate information for the Commission to properly review the project.)
- Shown** All erosion / sedimentation control measures.
- Shown** Pre- and post-development overstory tree line within jurisdictional area, and a calculation of the percent removal of overstory trees within the "discretionary cutting area" (see Section 375-4(A) and Section 375-98(D) (2) of the Boxford Wetlands Protection Regulations).

**Applications subject to the DEP Stormwater Management Policy must include the following:** *(The plan and supporting documentation must also be mailed to the DEP Northeast Office and the Boxford DPW)*

- Attached** Completed DEP Stormwater Management Form.
- Attached** Stormwater & flood calculations using the Cornell Atlas rainfall estimates, prepared by a Professional Engineer.
- Attached** Operations and Maintenance Plan.
- Attached** A stormwater management plan showing stormwater management features highlighted in separate colors, per section 375-5(A)(1)(d) of the Boxford Wetlands Protection Bylaw Regulations.

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## *WPA Form 3 – Notice of Intent*

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**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

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MassDEP File Number

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Document Transaction Number

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Boxford

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City/Town

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



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

**A. General Information**

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

<u>317 Middleton Road</u>	<u>Boxford</u>	<u>01921</u>
a. Street Address	b. City/Town	c. Zip Code
<u>Latitude and Longitude:</u>	<u>42.628609</u>	<u>-70.980244</u>
	d. Latitude	e. Longitude
<u>Map: 42, Block: 1</u>	<u>Lot: 13</u>	
f. Assessors Map/Plat Number	g. Parcel /Lot Number	

**2. Applicant:**

<u>Andrew</u>	<u>Collamore</u>	
a. First Name	b. Last Name	
<u>c. Organization</u>		
<u>317 Middleton Road</u>		
d. Street Address		
<u>Boxford</u>	<u>MA</u>	<u>01921</u>
e. City/Town	f. State	g. Zip Code
<u>Please contact representative</u>	<u>i. Fax Number</u>	<u>j. Email Address</u>

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

<u>a. First Name</u>	<u>b. Last Name</u>	
<u>c. Organization</u>		
<u>d. Street Address</u>		
<u>e. City/Town</u>	<u>f. State</u>	<u>g. Zip Code</u>
<u>h. Phone Number</u>	<u>i. Fax Number</u>	<u>j. Email address</u>

**4. Representative (if any):**

<u>Kyle</u>	<u>Lally</u>	
a. First Name	b. Last Name	
<u>Hancock Associates</u>		
c. Company		
<u>185 Centre Street</u>		
d. Street Address		
<u>Danvers</u>	<u>MA</u>	<u>01923</u>
e. City/Town	f. State	g. Zip Code
<u>978-777-3050</u>	<u>978-774-7816</u>	<u>klally@hancockassociates.com</u>
h. Phone Number	i. Fax Number	j. Email address

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

<u>\$110</u>	<u>\$42.50</u>	<u>\$67.50</u>
a. Total Fee Paid	b. State Fee Paid	c. City/Town Fee Paid



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**A. General Information (continued)**

6. General Project Description:

After the fact filing for removal of vegetation within Bordering Vegetated Wetlands and the 100' Buffer Zone. Grading, replanting, and the removal/relocation of a raised garden bed and a play structure. Also, two sheds and an animal pen are proposed outside of the 25'No-Disturbance Zone.

7a. Project Type Checklist: (Limited Project Types see Section A. 7b.)

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

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)?

1.  Yes  No If yes, describe which limited project applies to this project. (See 310 CMR 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:

Essex South

a. County

27702

c. Book

b. Certificate # (if registered land)

48

d. Page Number

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

1.  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.



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

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

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

<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 _____	2. square feet _____
	3. cubic feet of flood storage lost _____	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 available) - <b>specify coastal or inland</b> _____	

2. Width of Riverfront Area (check one):

- 25 ft. - Designated Densely Developed Areas only
- 100 ft. - New agricultural projects only
- 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 200 ft. \_\_\_\_\_

5. Has an alternatives analysis been done and is it attached to this NOI?       Yes  No

6. Was the lot where the activity is proposed created prior to August 1, 1996?       Yes  No

3.  Coastal Resource Areas: (See 310 CMR 10.25-10.35)

**Note:** for coastal riverfront areas, please complete **Section B.2.f.** above.





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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 (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 Coastal Dunes below	
d. <input type="checkbox"/> Coastal Beaches	1. square feet _____	2. cubic yards beach nourishment _____
e. <input type="checkbox"/> Coastal Dunes	1. square feet _____	2. cubic yards dune nourishment _____

	<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., creation _____
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 Under Waterbodies and Waterways, above	
	1. cubic yards dredged _____	
l. <input type="checkbox"/> Land Subject to Coastal Storm Flowage	1. square feet _____	

4.  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.

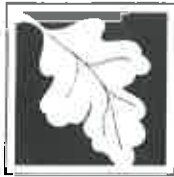
\_\_\_\_\_ a. square feet of BVW

\_\_\_\_\_ b. square feet of Salt Marsh

5.  Project Involves Stream Crossings

\_\_\_\_\_ a. number of new stream crossings

\_\_\_\_\_ b. number of replacement 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

- 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](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**

26 June 2018  
MassGIS OLIVER

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\*

- Percentage/acreage of property to be altered:

(a) within wetland Resource Area

\_\_\_\_\_ percentage/acreage

(b) outside Resource Area

\_\_\_\_\_ percentage/acreage

- Assessor's Map or right-of-way plan of site

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

(c)  MESA filing fee (fee information available at [http://www.mass.gov/dfwele/dfw/nhesp/regulatory\\_review/ mesa/ mesa\\_fee\\_schedule.htm](http://www.mass.gov/dfwele/dfw/nhesp/regulatory_review/ mesa/ mesa_fee_schedule.htm)).  
 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, [http://www.mass.gov/dfwele/dfw/nhesp/regulatory\\_review/ mesa/ mesa\\_exemptions.htm](http://www.mass.gov/dfwele/dfw/nhesp/regulatory_review/ mesa/ mesa_exemptions.htm); 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 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 the Cape & Islands:

North Shore - Hull to New Hampshire border:

Division of Marine Fisheries -  
 Southeast Marine Fisheries Station  
 Attn: Environmental Reviewer  
 836 South Rodney French Blvd.  
 New Bedford, MA 02744  
 Email: [DMF.EnvReview-South@state.ma.us](mailto:DMF.EnvReview-South@state.ma.us)

Division of Marine Fisheries -  
 North Shore Office  
 Attn: Environmental Reviewer  
 30 Emerson Avenue  
 Gloucester, MA 01930  
 Email: [DMF.EnvReview-North@state.ma.us](mailto:DMF.EnvReview-North@state.ma.us)

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.



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

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

4. 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.
- b. ACEC
5. 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
6. 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
7. 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
  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

- This is a proposal for an Ecological Restoration Limited Project. Skip Section D and complete Appendix A: Ecological Restoration Notice of Intent – Minimum Required Documents (310 CMR 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.



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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.

Permit Site Plan

a. Plan Title

Hancock Associates

Vaclav Talacko

b. Prepared By

c. Signed and Stamped by

7/9/18

1" = 20'

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**

- 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:

1400

2. Municipal Check Number

7/5/18

3. Check date

1399

4. State Check Number

7/5/18

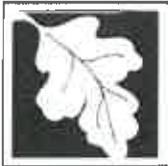
5. Check date

Andrew

6. Payor name on check: First Name

Collamore

7. Payor name on check: Last Name



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  
Boxford Wetlands Protection Bylaw, Town Code Ch. 192 & 375

Provided by MassDEP:

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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.

*Andrew Collamore*

1. Signature of Applicant

6/28/2018

2. Date

3. Signature of Property Owner (if different)

*Ann McMenemy Hancock Associates*

5. Signature of Representative (if any)

4. Date

*7/10/18*

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.

# HANCOCK ASSOCIATES

## *Filing Fee Information*

DANVERS, MA  
185 Centre Street  
Danvers, MA 01923  
Phone: 978-777-3050  
Fax: 978-774-7816

MARLBOROUGH, MA  
315 Elm Street  
Marlborough, MA 01752  
Phone: 508-460-1111  
Fax: 508-460-1121

CHELMSFORD, MA  
34 Chelmsford Street, Unit 2  
Chelmsford, MA 01824  
Phone: 978-244-0110  
Fax: 978-244-1133  
[www.hancockassociates.com](http://www.hancockassociates.com)

PRINCETON, MA  
P.O. Box 97  
Princeton, MA 01541  
Phone: 978-464-5890  
Fax: 978-464-5383

SALEM, NH  
P.O. Box 205  
403 Main Street, Unit 202  
Salem, NH 03079  
Phone: 603-898-4701



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



**A. Applicant Information**

**1. Location of Project:**

317 Middleton Road

a. Street Address

1399

c. Check number

Boxford

b. City/Town

\$42.50

d. Fee amount

**2. Applicant Mailing Address:**

Andrew

a. First Name

Collamore

b. Last Name

c. Organization

317 Middleton Road

d. Mailing Address

Boxford

e. City/Town

781-389-7663

h. Phone Number

i. Fax Number

MA

f. State

01921

g. Zip Code

andrewcollamore@yahoo.com

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).





**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
Category 1.b.	1	\$110	\$110

**Step 5/Total Project Fee:** \$110

**Step 6/Fee Payments:**

Total Project Fee: \$110  
 a. Total Fee from Step 5

State share of filing Fee: \$42.50  
 b. 1/2 Total Fee less \$12.50

City/Town share 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.)

ANDREW T COLLAMORE  
KRISTAL R COLLAMORE  
317 MIDDLETON RD  
BOXFORD, MA 01921-2733

1400

53-13/110 MA  
26670

7/5/18 Date

Pay To The Order Of Town of Boxford \$ 67.50  
Sixty seven & 50/100 Dollars

Bank of America

ACH R/T 011000138

For Kristal Collamore

⑆011000138⑆ 009446390251⑆ 1400

ANDREW T COLLAMORE  
KRISTAL R COLLAMORE  
317 MIDDLETON RD  
BOXFORD, MA 01921-2733

1399

53-13/110 MA  
26670

7/5/18 Date

Pay To The Order Of Comm of mass. \$ 42.50  
forty two & 50/100 Dollars

Bank of America

ACH R/T 011000138

For Kristal Collamore

⑆011000138⑆ 009446390251⑆ 1399

# HANCOCK ASSOCIATES

## *Abutter List*

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Salem, NH 03079  
Phone: 603-898-4701

TOWN OF BOXFORD  
 ABUTTER LIST

PARCEL # 42-1-13 ~ 317 MIDDLETON ROAD ~ CONSERVATION COMMISSION 250'

Map/Lot	Location	Owner	Owner 2	Owner Address	Owner City/Town	Owner State	Zip Code
(42-01-14)	MIDDLETON RD	COLLAMORE ANDREW & PROCOPIO KRISTAL	A&K REALTY TRUST	317 MIDDLETON RD	BOXFORD	MA	01921
(42-01-13)	317 MIDDLETON RD	COLLAMORE ANDREW T JT	PROCOPIO KRISTAL R	317 MIDDLETON RD	BOXFORD	MA	01921
(40-04-01)	314 MIDDLETON RD	D'AMORE PAUL TR		314 MIDDLETON RD	BOXFORD	MA	01921
(40-01-23)	305 MIDDLETON RD	FIORILLO ANTHONY	FIORILLO WENDEE	305 MIDDLETON RD	BOXFORD	MA	01921
(40-01-24)	3 BURNING BUSH DR	GILBERT MARILEE		3 BURNING BUSH DR	BOXFORD	MA	01921
(42-01-11)	14 BURNING BUSH DR	KATSOS JASON	KATSOS KERRI	14 BURNING BUSH DR	BOXFORD	MA	01921
(42-01-27)	318 MIDDLETON RD	LARIVEE ELIZABETH M		318 MIDDLETON RD	BOXFORD	MA	01921
(42-01-15)	331 MIDDLETON RD	RUSSO KATHLEEN M		331 MIDDLETON RD	BOXFORD	MA	01921
(42-01-12)	6 BURNING BUSH DR	TAIBBI JOSEPH		6 BURNING BUSH DR	BOXFORD	MA	01921
(40-01-26)	15 BURNING BUSH DR	TRANTUAN KHOI	TRANTUAN ROSELYN	15 BURNING BUSH DR	BOXFORD	MA	01921

CERTIFIED COPY

*Jan Silva*

June 26, 2018

# HANCOCK ASSOCIATES

## *Project Description*

DANVERS, MA  
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# HANCOCK ASSOCIATES

16199

Boxford Conservation Commission  
Town Hall  
7A Spofford Road  
Boxford, MA 01921

29 June 2018

**Re: 317 Middleton Road Enforcement Order and After-the-Fact Notice of Intent**

Dear Members of the Commission,

In response to the Enforcement Order issued by the Town of Boxford Conservation Commission, Hancock Associates has been hired by Mr. Andrew Collamore for work on the property located at 317 Middleton Road. The Enforcement Order was issued in response to grading and removal of vegetation within the 100-foot Buffer Zone to Bordering Vegetated Wetlands. Following the Conservation Commission meeting on 19 June 2018, the Commission required the Applicant to submit an after-the-fact Notice of Intent for the work described above.

A Hancock Associates Wetland Scientist delineated the Bordering Vegetated Wetlands (BVW) on 30 May 2018. The BVW is marked with blue flagging tape numbered A-1 through A-17. The BVW is dominated by sensitive fern (*Onoclea sensibilis* – FACW), cinnamon fern (*Osmundastrum cinnamomeum* – FACW), red maple (*Acer rubrum* – FAC), skunk cabbage (*Symplocarpus foetidus* – OBL), sweet pepperbush (*Clethra alnifolia* – FAC), sedges (*Carex spp.* – FACW), and poison ivy (*Toxicodendron radicans* – FAC). The uplands are dominated by white pine (*Pinus strobus* – FACU), hay-scented fern (*Dennstaedtia punctilobula* – UPL), and upland grasses.

The Enforcement Order was issued after the homeowner began to clear areas along the wetland edge. The area of clearing consisted of overgrown shrubs and two trees. The homeowner installed a siltation barrier in the form of a silt fence and seeded the disturbed area with a native conservation seed mixture.

The conservation seed mixture has grown in well and is stable. The disturbed area is 100% vegetated. Native ferns and herbaceous cover has begun to regrow within the cleared area as well. As requested in the 19 June 2018 meeting, the silt fence has been removed in response to the growth and coverage of the seed mixture.

As shown on the plan, there is a raised garden and a play structure located in and partially within the 25' No-Disturbance Zone. These structures are to be relocated outside of the 25' No-Disturbance Zone. The Applicant proposes two sheds and an animal pen outside of the 25' No-Disturbance Zone within existing lawn areas.

A note has been added to the plan to state that there shall be no mowing within the 25' No-Disturbance Zone and the Applicant will be installing "No-Disturbance Zone Markers" along the 25' line.

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Salem, NH 03079  
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# HANCOCK ASSOCIATES

## *Locus Map*

DANVERS, MA  
185 Centre Street  
Danvers, MA 01923  
Phone: 978-777-3050  
Fax: 978-774-7816

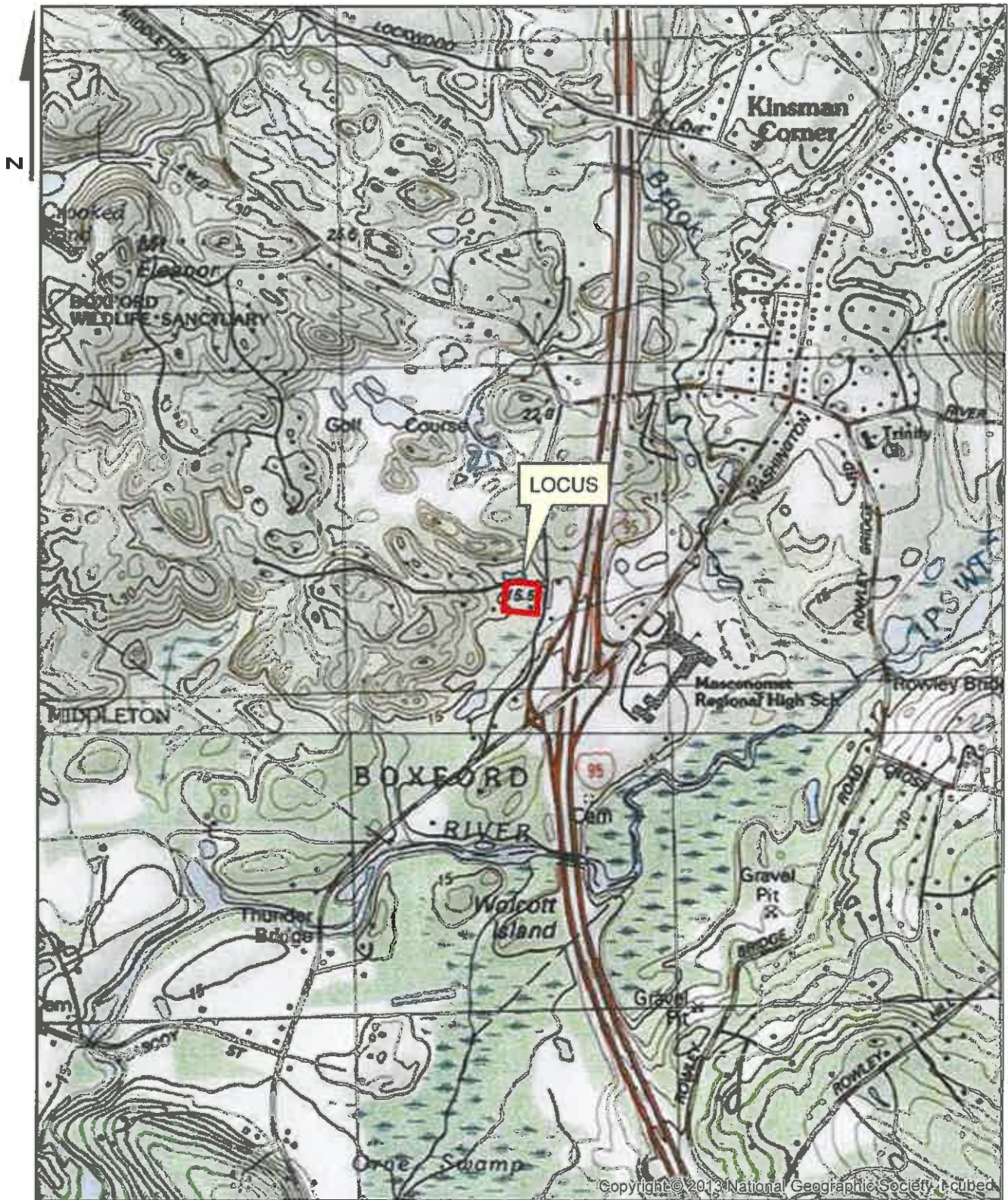
MARLBOROUGH, MA  
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# 317 Middleton Road, Boxford MA



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