

# WILMINGTON CONSERVATION COMMISSION

Phone # 978-658-8238

## TOWN SUBMISSION REQUIREMENTS NOTICE of INTENT, ABBREVIATED NOTICE of RESOURCE AREA DELINEATION:

- A) Eight (8) complete Notice of Intent (9 for larger, complex projects) or Abbreviated Notice of Resource Area Delineation applications including plans and supporting documents, except only 2 drainage calculations. Contact the office about electronic filing for part of the application. (see DEP General Instructions for Completing Notice of Intent)
- B) One (1) list of all abutters and their addresses within 100 feet of property (obtain through the Assessor's office)
- C) One (1) copy of the Notification sent to abutters
- D) Filing fee: 50% of total fee plus \$12.50, payable to the Town of Wilmington (see fee schedule)
- E) Check for \$40.00 made out to the Town Crier for the legal advertisement
- F) Deadline for submission is 12 noon Wednesday 2 weeks before the hearing date (or 3 weeks if a holiday falls within 5 weekdays before the meeting)
- G) NOTE: Wilmington does not have (#B.3) coastal resource areas; (#C.2) coastal projects; (#C.3) areas of critical environmental concern (ACEC); (#C.5) wetland restriction orders

### For MA DEP

- 1) One complete Notice of Intent or Abbreviated Notice of Resource Area Delineation application (see DEP General Instructions for Completing Notice of Intent) including plans and supporting documents send to: DEP, Wetlands and Waterways, 205B Lowell Street, Wilmington, MA 01887
- 2) Filing fee: 50% of total fee minus \$12.50, payable to the Commonwealth of Massachusetts (see fee schedule) send to:  
Commonwealth of Massachusetts, DEP, P.O. Box 4062, Boston, MA 02211
- 3) If applicable, one copy of Notice of Intent and proof of its receipt, to the Massachusetts Natural Heritage and Endangered Species Program

### REQUEST for DETERMINATION of APPLICABILITY (RDA):

- a) Eight (8) sets of the full application including project plans. Contact the office about electronic filing. (see DEP General Instructions for Completing RDA)
- b) A check made out to the Town Crier for \$40.00 for the legal advertisement.
- c) Please send One (1) copy of the completed Request for Determination of Applicability including project plans to:  
DEP Wetlands and Waterways, 205B Lowell Street, Wilmington, MA 01887
- d) Deadline for submission is 12 noon Wednesday 2 weeks before the hearing date (or 3 weeks if a holiday falls within 5 weekdays before the meeting)