



Office of the
CONSERVATION COMMISSION

Town of Townsend
272 Main Street
Townsend, Massachusetts 01469
978-597-1700, ext. 1733
conservation@townsendma.gov

REQUEST FOR ADMINISTRATIVE APPROVAL

- A. Project Address: _____ Applicant: _____
Phone: _____ Email: _____
Proposed Scope: _____
- B. According to our maps at least a portion of the work you propose is within a wetland or buffer zone protected by the Mass. Wetlands Protection Act (310 CMR 10.00) and/or the Townsend Wetlands Bylaw (Chapter 138). Specifically, all or a portion of the work is:
- In a Riverfront Area (an area extending 200 feet horizontally from a river or perennial stream or an area extending 200 feet horizontally from any pond or lake which is 5,000 square feet or larger in area and has either an inlet or an outlet which is a perennial stream and a pond or lake of any size which has both an inlet and an outlet which are perennial streams)
 - In a Resource Area (banks, freshwater wetlands, marshes, bogs, wet meadows, swamps, creeks, rivers, streams, ponds, lakes, lands under water bodies, lands subject to flooding or inundation, vernal pools, isolated wetlands)
 - In the Buffer Zone of a Resource Area (An area extending 100 feet horizontally outward from Resource Areas)
- C. Give a brief description of the proposed project and reasons as to why or how the project will not result in resource or buffer alteration, as defined in 138-7A (4) of the Townsend Wetlands Bylaw. If you need more space, please attach a separate document.
- _____
- _____
- _____
- _____
- _____
- D. Please attach a map and/or pictures that show the project location.
- Map
 - Pictures

Applicant Signature

Date

Please submit this form and applicable fee to our office in person or via mail.

The following section will be completed by approved Conservation staff.

ADMINISTRATIVE APPROVAL DETERMINATION

Project Address: _____ **Applicant:** _____

Phone: _____ **Email:** _____

Proposed Scope: _____

Your proposed project is within a Resource Area or Buffer Zone, but the project will not result in resource or buffer alteration. Special Conditions, if applicable, are noted below.

Your proposed project will result in resource or buffer alteration and is not eligible for Administrative Approval:

A Request for Determination of Applicability (RDA) must be filed for this project.

A Notice of Intent (NOI) must be filed for this project.

Signature

Decision Date

If granted Administrative Approval, all work shall be performed in accordance with the following Special Conditions:

If you intend to expand or change the scope or nature of your project, consult the Conservation Commission, as a permit may be required.