



# City Of Attleboro Conservation Commission

GOVERNMENT CENTER, 77 PARK STREET  
ATTLEBORO, MASSACHUSETTS 02703  
(508) 223-2222 FAX (508) 222-3046

## GENERAL INSTRUCTIONS AND CHECKLIST FOR COMPLETING NOTICE OF INTENT AND LOCAL WETLANDS PERMIT APPLICATION

The Massachusetts Wetlands Protection Act, M.G.L. Ch131 §40 (hereafter, “Act”) and the City of Attleboro Wetlands Protection Ordinance, Chapter 18 of the Revised Ordinances of the City of Attleboro (hereafter, “Ordinance”), were enacted to provide protection of wetland resources of the Commonwealth. Under these laws, no alteration, as defined in the statutes, is allowed in or within one hundred (100') feet of a wetland or two hundred (200') feet of a perennial river or stream without the review and approval of the Conservation Commission. In the case of the Ordinance, there may be additional jurisdiction over isolated wetlands and vernal pools. The Ordinance also provides for a “no disturbance” area within 25 feet of all protected wetland resources in Attleboro.

**If activities are proposed within a wetland resource area protected under the Ordinance, including lands within twenty-five (25) feet, you must also file a Local Wetlands Permit Application, in addition to a Notice of Intent.**

The following must be completed and submitted with every Notice of Intent or Local Wetlands Permit Application. Please check each box indicating that the requirement has been met and sign the statement on Page 3.

### Filing Requirements

- Ten (10) complete copies of the Massachusetts Department of Environmental Protection (DEP) *WPA Form 3 – Notice of Intent* (revised 5/2014).**  
The NOI application must be completed in accordance with DEP instructions and include all supporting documentation. One copy must include the original signatures of the applicant, property owner, and representative (if any).
- Ten (10) complete copies of the Conservation Commission’s *Local Wetlands Permit Application*, if work is proposed within a wetland resource area or its twenty-five (25') foot “no disturbance” zone. One copy must include the original signatures of the applicant and property owner.**
  - This must include a written alternatives analysis per §4.10 of the City of Attleboro Wetland Protection Rules and Regulations.

- **Ten (10) copies of site plan(s)** describing the proposed work.  
 Plans must be clearly drawn at a scale of no less than 1"=40' and depicting sufficient details to clearly describe the proposed project. Plans should include at a minimum: property lines; existing and proposed grades with at least two (2') foot contours; the boundary of wetland resources denoted with consecutively numbered flags; the boundary of the one hundred (100') foot buffer zone; the boundary of the twenty-five (25') foot "no disturb" zone; all proposed structures within the buffer zone; offset distances from proposed structures and the limit of work from resource areas; and the Assessor's plat and lot number, street number, and subdivision lot number, where applicable. All plans shall be highlighted with transparent marker pen as follows: wetland boundary in blue; one hundred (100') foot buffer zone in yellow; 25 foot "no disturb" zone in green; and 100-year floodplain in orange. The Conservation Commission may require that plans be stamped by a Professional Engineer or Registered Land Surveyor. If a septic system is proposed in an area subject to Conservation Commission jurisdiction, plans must show compliance with Title 5 of the Massachusetts Sanitary Code. All plans must be folded and attached or included with each NOI application. **Rolled plans will not be accepted.**
  
- **Two (2) copies of supporting calculations**, and other documentation necessary to completely describe the proposed work and mitigation measures, including where appropriate:

  - An 8.5" x 11" portion of the United States Geological Survey (USGS) topographic quadrangle map clearly identifying the location of proposed work.
  - An 8.5"x11" portion of the Federal Emergency Management Agency, Flood Insurance Rate Map clearly identifying the location of proposed work.
  - Quantitative documentation (i.e., DEP Field Data Forms) to support the delineation of a vegetated wetland, with certification from the wetland biologist responsible for the work, stating the basis for the delineation, the date on which it was performed, and stating that the delineation as shown on the plans appears to be correct.
  - A wetlands replication plan detailing the methods of construction for any wetland replication area proposed as mitigation for wetland alterations. The plan should be prepared by a competent professional with experience in the design and construction of wetland replication areas.
  - A wildlife habitat assessment, where alteration to a wetland resource area or naturally-vegetated "no disturbance" zone are proposed.
  - WPA Appendix C – *Stormwater Management Form* including appropriate calculations for projects which require conformance with DEP's Stormwater Management Policy prepared by a competent professional. The Commission may require that calculations and plans be stamped by a Professional Engineer.
  
- **Two (2) copies of WPA Appendix B – *Wetland Fee Transmittal Form* including the appropriate filing fee, and two (2) copies of the payment checks submitted to DEP and the Conservation Commission** (make Commission's check payable to the City of Attleboro). If you are filing a ***Local Wetlands Permit Application***, a filing fee of ONE HUNDRED FIFTY (\$150.00) DOLLARS is also required.
  
- The Conservation Commission shall prepare and submit the legal advertisement to The Sun Chronicle. The applicant is responsible to pay The Sun Chronicle directly for the legal advertisement. The Sun Chronicle will bill the applicant directly for the cost of the legal advertisement. The legal advertisement must appear in The Sun Chronicle not less than five (5) business days prior to the date of the public hearing in order for the Conservation Commission to hold the public hearing.

- ❑ **Two (2) copies of the Conservation Commission’s *Certified List of Abutters* signed by an authorized representative of the City Assessor’s Office.** Lists that are older than six months from the date of issuance are invalid and a new list must be applied for with the Assessor’s Office. Evidence that all required abutters have been notified must be provided. Notification should be made by using the Conservation Commission’s revised *Notification to Abutters* form. Certified mail receipts or receipts of hand delivery must be delivered to the Commission prior to opening the public hearing.
- ❑ **If applicable, evidence that a copy of the NOI was delivered to the Massachusetts Natural Heritage and Endangered Species Program (NHESP) in accordance with NOI instructions.**
- ❑ **Two (2) copies of the NOI, filing fee, and supporting documents, including site plans must be delivered to the DEP Southeast Regional Office in accordance with filing instructions contained within the NOI.**

I attest, to the best of my knowledge, all items required above are included as part of this Notice of Intent/Local Wetland Permit filing.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

The Conservation Commission may choose, at its discretion, to waive some of the above requirements for projects likely to result in minimal or no impact. However, the Commission reserves the right to require additional information during the course of the public hearing. Applicants who wish guidance prior to filing an application may consult with the Conservation Agent.

**Public Hearing Schedule and Filing Deadline:** The NOI must be submitted to the Commission no later than fourteen (14) days prior to a scheduled meeting. Once a complete NOI application is filed, the Conservation Commission will schedule a hearing within twenty-one (21) days of its receipt. Generally, the Commission meets every first and third Wednesday of the month. You may call the Conservation Commission office to confirm the schedule.

**Supplemental information must be submitted within five (5) days of the public hearing to be considered.** Failure to submit supplemental information within this timeframe may be grounds for the Commission to continue a public hearing.

**Site Visits:** The Conservation Commission typically conducts a site visit as part of the information-gathering process. Site visits are typically conducted prior to regularly scheduled meetings (daylight permitting) or on Saturday mornings. The date and time for the site visit will be determined at the public hearing and efforts will be made to assure that the site visit is compatible with the applicant’s schedule and will not result in unnecessary delays in the application process.



# City Of Attleboro Conservation Commission

GOVERNMENT CENTER, 77 PARK STREET  
ATTLEBORO, MASSACHUSETTS 02703  
(508) 223-2222 FAX 222-3046

## LOCAL WETLANDS PERMIT APPLICATION Pursuant to Chapter 18 of the Revised Ordinances of the City of Attleboro

**Notice:** This application is required only if work is proposed within a wetland resource area protected by the Ordinance including the 25 foot "no disturbance" zone.

1. Name of Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
2. Name of Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
3. Name of Representative (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
4. Project Location: \_\_\_\_\_  
Assessor's Plat(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_
5. Deed/Property Recorded In: \_\_\_\_\_  
Book: \_\_\_\_\_ Page: \_\_\_\_\_
6. This application    is /    is **not** filed simultaneously with a Notice of Intent under the Massachusetts Wetlands Protection Act, MGL Ch.131 §40.
7. Briefly describe the proposed work.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Do you understand that notification of this application and the public hearing will be published by the Commission in a newspaper of local circulation at your expense? \_\_\_\_\_
10. Have you included the \$150 filing fee for this project as required in Section 18-1.5 of the ordinance? (Make check payable to the City of Attleboro) \_\_\_\_\_  
Check Number: \_\_\_\_\_ Payor Name on Check: \_\_\_\_\_

11. Prior to filing this application, you must prepare an abutters list and submit it to the City Assessor's Office for certification. This list must be certified by the Assessor no more than six (6) months in advance of the submission of this application to the Conservation Commission. The certified abutters list must be included with this application.

At the time of filing, you must notify abutters as they appear on the list certified by the Assessor's Office. Notification must be made via certified mail using the Attleboro Conservation Commission *Notification to Abutters* form. Certified mail receipts must be submitted to the Commission prior to the public hearing.

12. Pursuant of §9-31 Delinquent Taxpayers of the Revised Ordinances of the City of Attleboro, I attest that, to the best of my knowledge, I have paid any and all real estate taxes, excise taxes, or any other municipal charges.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**Please note that pursuant to §9.31 Delinquent Taxpayers of the Revised Ordinances of the City of Attleboro, this application cannot be filed with the Office of the City Clerk or be processed by the Department of Planning and Development unless it is signed or initialed by the City Collector and the City Treasurer.**

**Zaida Keefer, City Collector** \_\_\_\_\_

**Laura L. Gignac, City Treasurer** \_\_\_\_\_

I hereby certify, under the pains and penalties of perjury, that the contents of this application and all supporting documents are true and complete.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

By signing this application the owner grants permission to the Conservation Commission for its members and designated representatives to enter upon the premises of the site.

\_\_\_\_\_  
Signature of Owner

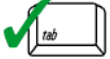
\_\_\_\_\_  
Date



# Checklist for Stormwater Report

## A. Introduction

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



A Stormwater Report must be submitted with the Notice of Intent permit application to document compliance with the Stormwater Management Standards. The following checklist is NOT a substitute for the Stormwater Report (which should provide more substantive and detailed information) but is offered here as a tool to help the applicant organize their Stormwater Management documentation for their Report and for the reviewer to assess this information in a consistent format. As noted in the Checklist, the Stormwater Report must contain the engineering computations and supporting information set forth in Volume 3 of the [Massachusetts Stormwater Handbook](#). The Stormwater Report must be prepared and certified by a Registered Professional Engineer (RPE) licensed in the Commonwealth.

The Stormwater Report must include:

- The Stormwater Checklist completed and stamped by a Registered Professional Engineer (see page 2) that certifies that the Stormwater Report contains all required submittals.<sup>1</sup> This Checklist is to be used as the cover for the completed Stormwater Report.
- Applicant/Project Name
- Project Address
- Name of Firm and Registered Professional Engineer that prepared the Report
- Long-Term Pollution Prevention Plan required by Standards 4-6
- Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan required by Standard 8<sup>2</sup>
- Operation and Maintenance Plan required by Standard 9

In addition to all plans and supporting information, the Stormwater Report must include a brief narrative describing stormwater management practices, including environmentally sensitive site design and LID techniques, along with a diagram depicting runoff through the proposed BMP treatment train. Plans are required to show existing and proposed conditions, identify all wetland resource areas, NRCS soil types, critical areas, Land Uses with Higher Potential Pollutant Loads (LUHPPL), and any areas on the site where infiltration rate is greater than 2.4 inches per hour. The Plans shall identify the drainage areas for both existing and proposed conditions at a scale that enables verification of supporting calculations.

As noted in the Checklist, the Stormwater Management Report shall document compliance with each of the Stormwater Management Standards as provided in the Massachusetts Stormwater Handbook. The soils evaluation and calculations shall be done using the methodologies set forth in Volume 3 of the Massachusetts Stormwater Handbook.

To ensure that the Stormwater Report is complete, applicants are required to fill in the Stormwater Report Checklist by checking the box to indicate that the specified information has been included in the Stormwater Report. If any of the information specified in the checklist has not been submitted, the applicant must provide an explanation. The completed Stormwater Report Checklist and Certification must be submitted with the Stormwater Report.

<sup>1</sup> The Stormwater Report may also include the Illicit Discharge Compliance Statement required by Standard 10. If not included in the Stormwater Report, the Illicit Discharge Compliance Statement must be submitted prior to the discharge of stormwater runoff to the post-construction best management practices.

<sup>2</sup> For some complex projects, it may not be possible to include the Construction Period Erosion and Sedimentation Control Plan in the Stormwater Report. In that event, the issuing authority has the discretion to issue an Order of Conditions that approves the project and includes a condition requiring the proponent to submit the Construction Period Erosion and Sedimentation Control Plan before commencing any land disturbance activity on the site.



# Checklist for Stormwater Report

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## B. Stormwater Checklist and Certification

The following checklist is intended to serve as a guide for applicants as to the elements that ordinarily need to be addressed in a complete Stormwater Report. The checklist is also intended to provide conservation commissions and other reviewing authorities with a summary of the components necessary for a comprehensive Stormwater Report that addresses the ten Stormwater Standards.

*Note:* Because stormwater requirements vary from project to project, it is possible that a complete Stormwater Report may not include information on some of the subjects specified in the Checklist. If it is determined that a specific item does not apply to the project under review, please note that the item is not applicable (N.A.) and provide the reasons for that determination.

A complete checklist must include the Certification set forth below signed by the Registered Professional Engineer who prepared the Stormwater Report.

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### Registered Professional Engineer's Certification

I have reviewed the Stormwater Report, including the soil evaluation, computations, Long-term Pollution Prevention Plan, the Construction Period Erosion and Sedimentation Control Plan (if included), the Long-term Post-Construction Operation and Maintenance Plan, the Illicit Discharge Compliance Statement (if included) and the plans showing the stormwater management system, and have determined that they have been prepared in accordance with the requirements of the Stormwater Management Standards as further elaborated by the Massachusetts Stormwater Handbook. I have also determined that the information presented in the Stormwater Checklist is accurate and that the information presented in the Stormwater Report accurately reflects conditions at the site as of the date of this permit application.

Registered Professional Engineer Block and Signature

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Signature and Date

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## Checklist

**Project Type:** Is the application for new development, redevelopment, or a mix of new and redevelopment?

- New development
- Redevelopment
- Mix of New Development and Redevelopment



# Checklist for Stormwater Report

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## Checklist (continued)

**LID Measures:** Stormwater Standards require LID measures to be considered. Document what environmentally sensitive design and LID Techniques were considered during the planning and design of the project:

- No disturbance to any Wetland Resource Areas
- Site Design Practices (e.g. clustered development, reduced frontage setbacks)
- Reduced Impervious Area (Redevelopment Only)
- Minimizing disturbance to existing trees and shrubs
- LID Site Design Credit Requested:
  - Credit 1
  - Credit 2
  - Credit 3
- Use of "country drainage" versus curb and gutter conveyance and pipe
- Bioretention Cells (includes Rain Gardens)
- Constructed Stormwater Wetlands (includes Gravel Wetlands designs)
- Treebox Filter
- Water Quality Swale
- Grass Channel
- Green Roof
- Other (describe): \_\_\_\_\_

## Standard 1: No New Untreated Discharges

- No new untreated discharges
- Outlets have been designed so there is no erosion or scour to wetlands and waters of the Commonwealth
- Supporting calculations specified in Volume 3 of the Massachusetts Stormwater Handbook included.





# Checklist for Stormwater Report

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## Checklist (continued)

### Standard 2: Peak Rate Attenuation

- Standard 2 waiver requested because the project is located in land subject to coastal storm flowage and stormwater discharge is to a wetland subject to coastal flooding.
- Evaluation provided to determine whether off-site flooding increases during the 100-year 24-hour storm.
- Calculations provided to show that post-development peak discharge rates do not exceed pre-development rates for the 2-year and 10-year 24-hour storms. If evaluation shows that off-site flooding increases during the 100-year 24-hour storm, calculations are also provided to show that post-development peak discharge rates do not exceed pre-development rates for the 100-year 24-hour storm.

### Standard 3: Recharge

- Soil Analysis provided.
- Required Recharge Volume calculation provided.
- Required Recharge volume reduced through use of the LID site Design Credits.
- Sizing the infiltration, BMPs is based on the following method: Check the method used.
  - Static
  - Simple Dynamic
  - Dynamic Field<sup>1</sup>
- Runoff from all impervious areas at the site discharging to the infiltration BMP.
- Runoff from all impervious areas at the site is *not* discharging to the infiltration BMP and calculations are provided showing that the drainage area contributing runoff to the infiltration BMPs is sufficient to generate the required recharge volume.
- Recharge BMPs have been sized to infiltrate the Required Recharge Volume.
- Recharge BMPs have been sized to infiltrate the Required Recharge Volume *only* to the maximum extent practicable for the following reason:
  - Site is comprised solely of C and D soils and/or bedrock at the land surface
  - M.G.L. c. 21E sites pursuant to 310 CMR 40.0000
  - Solid Waste Landfill pursuant to 310 CMR 19.000
  - Project is otherwise subject to Stormwater Management Standards only to the maximum extent practicable.
- Calculations showing that the infiltration BMPs will drain in 72 hours are provided.
- Property includes a M.G.L. c. 21E site or a solid waste landfill and a mounding analysis is included.

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<sup>1</sup> 80% TSS removal is required prior to discharge to infiltration BMP if Dynamic Field method is used.



# Checklist for Stormwater Report

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## Checklist (continued)

### Standard 3: Recharge (continued)

- The infiltration BMP is used to attenuate peak flows during storms greater than or equal to the 10-year 24-hour storm and separation to seasonal high groundwater is less than 4 feet and a mounding analysis is provided.
- Documentation is provided showing that infiltration BMPs do not adversely impact nearby wetland resource areas.

### Standard 4: Water Quality

The Long-Term Pollution Prevention Plan typically includes the following:

- Good housekeeping practices;
  - Provisions for storing materials and waste products inside or under cover;
  - Vehicle washing controls;
  - Requirements for routine inspections and maintenance of stormwater BMPs;
  - Spill prevention and response plans;
  - Provisions for maintenance of lawns, gardens, and other landscaped areas;
  - Requirements for storage and use of fertilizers, herbicides, and pesticides;
  - Pet waste management provisions;
  - Provisions for operation and management of septic systems;
  - Provisions for solid waste management;
  - Snow disposal and plowing plans relative to Wetland Resource Areas;
  - Winter Road Salt and/or Sand Use and Storage restrictions;
  - Street sweeping schedules;
  - Provisions for prevention of illicit discharges to the stormwater management system;
  - Documentation that Stormwater BMPs are designed to provide for shutdown and containment in the event of a spill or discharges to or near critical areas or from LUHPPL;
  - Training for staff or personnel involved with implementing Long-Term Pollution Prevention Plan;
  - List of Emergency contacts for implementing Long-Term Pollution Prevention Plan.
- A Long-Term Pollution Prevention Plan is attached to Stormwater Report and is included as an attachment to the Wetlands Notice of Intent.
  - Treatment BMPs subject to the 44% TSS removal pretreatment requirement and the one inch rule for calculating the water quality volume are included, and discharge:
    - is within the Zone II or Interim Wellhead Protection Area
    - is near or to other critical areas
    - is within soils with a rapid infiltration rate (greater than 2.4 inches per hour)
    - involves runoff from land uses with higher potential pollutant loads.
  - The Required Water Quality Volume is reduced through use of the LID site Design Credits.
  - Calculations documenting that the treatment train meets the 80% TSS removal requirement and, if applicable, the 44% TSS removal pretreatment requirement, are provided.



# Checklist for Stormwater Report

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## Checklist (continued)

### Standard 4: Water Quality (continued)

- The BMP is sized (and calculations provided) based on:
  - The ½" or 1" Water Quality Volume or
  - The equivalent flow rate associated with the Water Quality Volume and documentation is provided showing that the BMP treats the required water quality volume.
- The applicant proposes to use proprietary BMPs, and documentation supporting use of proprietary BMP and proposed TSS removal rate is provided. This documentation may be in the form of the propriety BMP checklist found in Volume 2, Chapter 4 of the Massachusetts Stormwater Handbook and submitting copies of the TARP Report, STEP Report, and/or other third party studies verifying performance of the proprietary BMPs.
- A TMDL exists that indicates a need to reduce pollutants other than TSS and documentation showing that the BMPs selected are consistent with the TMDL is provided.

### Standard 5: Land Uses With Higher Potential Pollutant Loads (LUHPPLs)

- The NPDES Multi-Sector General Permit covers the land use and the Stormwater Pollution Prevention Plan (SWPPP) has been included with the Stormwater Report.
- The NPDES Multi-Sector General Permit covers the land use and the SWPPP will be submitted **prior to** the discharge of stormwater to the post-construction stormwater BMPs.
- The NPDES Multi-Sector General Permit does **not** cover the land use.
- LUHPPLs are located at the site and industry specific source control and pollution prevention measures have been proposed to reduce or eliminate the exposure of LUHPPLs to rain, snow, snow melt and runoff, and been included in the long term Pollution Prevention Plan.
- All exposure has been eliminated.
- All exposure has **not** been eliminated and all BMPs selected are on MassDEP LUHPPL list.
- The LUHPPL has the potential to generate runoff with moderate to higher concentrations of oil and grease (e.g. all parking lots with >1000 vehicle trips per day) and the treatment train includes an oil grit separator, a filtering bioretention area, a sand filter or equivalent.

### Standard 6: Critical Areas

- The discharge is near or to a critical area and the treatment train includes only BMPs that MassDEP has approved for stormwater discharges to or near that particular class of critical area.
- Critical areas and BMPs are identified in the Stormwater Report.



# Checklist for Stormwater Report

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## Checklist (continued)

### Standard 7: Redevelopments and Other Projects Subject to the Standards only to the maximum extent practicable

- The project is subject to the Stormwater Management Standards only to the maximum Extent Practicable as a:
  - Limited Project
  - Small Residential Projects: 5-9 single family houses or 5-9 units in a multi-family development provided there is no discharge that may potentially affect a critical area.
  - Small Residential Projects: 2-4 single family houses or 2-4 units in a multi-family development with a discharge to a critical area
  - Marina and/or boatyard provided the hull painting, service and maintenance areas are protected from exposure to rain, snow, snow melt and runoff
  - Bike Path and/or Foot Path
  - Redevelopment Project
  - Redevelopment portion of mix of new and redevelopment.
- Certain standards are not fully met (Standard No. 1, 8, 9, and 10 must always be fully met) and an explanation of why these standards are not met is contained in the Stormwater Report.
- The project involves redevelopment and a description of all measures that have been taken to improve existing conditions is provided in the Stormwater Report. The redevelopment checklist found in Volume 2 Chapter 3 of the Massachusetts Stormwater Handbook may be used to document that the proposed stormwater management system (a) complies with Standards 2, 3 and the pretreatment and structural BMP requirements of Standards 4-6 to the maximum extent practicable and (b) improves existing conditions.

### Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control

A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan must include the following information:

- Narrative;
  - Construction Period Operation and Maintenance Plan;
  - Names of Persons or Entity Responsible for Plan Compliance;
  - Construction Period Pollution Prevention Measures;
  - Erosion and Sedimentation Control Plan Drawings;
  - Detail drawings and specifications for erosion control BMPs, including sizing calculations;
  - Vegetation Planning;
  - Site Development Plan;
  - Construction Sequencing Plan;
  - Sequencing of Erosion and Sedimentation Controls;
  - Operation and Maintenance of Erosion and Sedimentation Controls;
  - Inspection Schedule;
  - Maintenance Schedule;
  - Inspection and Maintenance Log Form.
- A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan containing the information set forth above has been included in the Stormwater Report.



# Checklist for Stormwater Report

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## Checklist (continued)

### Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control (continued)

- The project is highly complex and information is included in the Stormwater Report that explains why it is not possible to submit the Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan with the application. A Construction Period Pollution Prevention and Erosion and Sedimentation Control has **not** been included in the Stormwater Report but will be submitted **before** land disturbance begins.
- The project is **not** covered by a NPDES Construction General Permit.
- The project is covered by a NPDES Construction General Permit and a copy of the SWPPP is in the Stormwater Report.
- The project is covered by a NPDES Construction General Permit but no SWPPP been submitted. The SWPPP will be submitted BEFORE land disturbance begins.

### Standard 9: Operation and Maintenance Plan

- The Post Construction Operation and Maintenance Plan is included in the Stormwater Report and includes the following information:
  - Name of the stormwater management system owners;
  - Party responsible for operation and maintenance;
  - Schedule for implementation of routine and non-routine maintenance tasks;
  - Plan showing the location of all stormwater BMPs maintenance access areas;
  - Description and delineation of public safety features;
  - Estimated operation and maintenance budget; and
  - Operation and Maintenance Log Form.
- The responsible party is **not** the owner of the parcel where the BMP is located and the Stormwater Report includes the following submissions:
  - A copy of the legal instrument (deed, homeowner's association, utility trust or other legal entity) that establishes the terms of and legal responsibility for the operation and maintenance of the project site stormwater BMPs;
  - A plan and easement deed that allows site access for the legal entity to operate and maintain BMP functions.

### Standard 10: Prohibition of Illicit Discharges

- The Long-Term Pollution Prevention Plan includes measures to prevent illicit discharges;
- An Illicit Discharge Compliance Statement is attached;
- NO Illicit Discharge Compliance Statement is attached but will be submitted **prior to** the discharge of any stormwater to post-construction BMPs.



# CITY OF ATTLEBORO

## REQUEST FOR CERTIFIED LIST OF ABUTTERS

### TYPE OF APPLICATION

<input type="checkbox"/>	VARIANCE	<input type="checkbox"/>	SPECIAL PERMIT	<input type="checkbox"/>	RE-ZONING	<input type="checkbox"/>	LIQUOR LICENSE	<input type="checkbox"/>	OTHER*
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*\*If other please specify:* \_\_\_\_\_

### CONSERVATION COMMISSION ABUTTERS APPLICATIONS

<input type="checkbox"/>	WETLANDS PROTECTION ACT / STORMWATER MGMT ORDINANCE	Notify all properties within 100 feet of property line
<input type="checkbox"/>	WETLANDS PROTECTION ORDINANCE	Notify all direct abutters and abutters within 300 feet of property line

PROPERTY ADDRESS: \_\_\_\_\_ MAP: \_\_\_\_\_ LOT: \_\_\_\_\_

PRINTED NAME OF RECORD OWNER: \_\_\_\_\_

SIGNATURE OF RECORD OWNER: \_\_\_\_\_

CITY ASSESSOR'S OR DESIGNEE'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

REASON FOR LIST: \_\_\_\_\_ DATE LIST NEEDED\*: \_\_\_\_\_

- HEARING BEFORE ZONING BOARD OF APPEALS
- HEARING BEFORE PLANNING BOARD
- HEARING BEFORE CONSERVATION COMMISSION
- HEARING BEFORE CITY COUNCIL
- OTHERS (PLEASE SPECIFY): \_\_\_\_\_

### RADIUS FOR ABUTTERS – (PLEASE CHECK ONE)

- 100 FEET
- 300 FEET
- LIQUOR LICENSE – CHURCHES AND SCHOOLS WITHIIN 500 FEET
- OTHERS (PLEASE SPECIFY): \_\_\_\_\_

*The cost for the Abutters' List is \$20 for the first 25 Abutters and then \$1.00 per each additional Abutter. Unless otherwise specified, we will provide two sets of mailing labels. Stating the reason for your Abutters' List enables us to produce it to the appropriate regulation. The application MUST be signed by the record owner and all taxes must be current to process.*

*\*Please be advised that we have ten days (10) to process your request.*

Date:

Total Amount:



### CITY OF ATTLEBORO ABUTTERS' LIST RECEIPT

NUMBER OF ABUTTERS: \_\_\_\_\_

DEPOSIT AMOUNT: \_\_\_\_\_

AMOUNT DUE TODAY: \_\_\_\_\_

TYPE OF PAYMENT: \_\_\_\_\_

**NOTIFICATION TO ABUTTERS  
UNDER THE MASSACHUSETTS WETLANDS PROTECTION ACT  
AND  
THE CITY OF ATTLEBORO WETLANDS PROTECTION ORDINANCE**

In accordance with the second paragraph of Massachusetts General Laws Chapter 131, Section 40, and/or Section 18-1.6 of the Revised Ordinances of the City of Attleboro, you are hereby notified that the Attleboro Conservation Commission will hold a public hearing relative to the following. The applicant has filed a Notice of Intent and/or Local Wetlands Permit Application with the Attleboro Conservation Commission seeking permission to remove, fill, dredge, or alter an Area Subject to Protection under the Wetlands Protection Act (General Laws Chapter 131, Section 40) and/or the Wetlands Protection Ordinance (Chapter 18 of the Revised Ordinances of the City of Attleboro) and/or the Buffer Zone. Application materials and plans are on file with the Department of Planning and Development, Government Center, 77 Park Street, Attleboro, Massachusetts 02703 and are available for public review between the hours of 8:30 a.m. to 4:30 p.m. during regular business days.

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- A. The name of the applicant is: \_\_\_\_\_
- B. This application is being filed under (check all that apply):  
    \_\_\_ The Massachusetts Wetlands Protection Act  
    \_\_\_ The City of Attleboro Wetlands Protection Ordinance
- C. The address/location of the site where the activity is proposed is: \_\_\_\_\_  
\_\_\_\_\_
- D. Description of the proposed work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- E. Copies of the Notice of Intent may be obtained from either (check one) the applicant \_\_\_ or the applicant's representative \_\_\_, by calling this telephone number: ( ) \_\_\_\_\_ between the hours of \_\_\_ and \_\_\_ on the following days of the week: \_\_\_\_\_
- F. Information regarding the date, time, and place of the public hearing may be obtained from the Attleboro Conservation Commission by calling (508) 223-2222 between the hours of 8:30 a.m. and 4:30 p.m. during regular business days.

Notice of the public hearing, including its date, time, and place, will be published at least five (5) days in advance in the Sun Chronicle newspaper.

Notice of the public hearing, including its date, time, and place, will be posted with the City Clerk's Office at Attleboro City Hall at least forty-eight (48) hours in advance.

You may also contact the Attleboro Conservation Commission at (508) 223-2222 or the Department of Environmental Protection (DEP) Southeast Regional Office at (508) 946-2700 for more information about this application.