



You will give the check for the Town, to the Conservation Secretary when filing your Notice of Intent – You will send the original check made out to the Commonwealth of Massachusetts with pages 1 and 2 of Appendix A Wetland Fee Transmittal Form to:

Department of Environmental Protection  
Box 4062  
Boston, MA 02211

**DO NOT SEND YOUR CHECK TO THE LAKEVILLE ADDRESS!!**

**IN ADDITION TO THE FEES REQUIRED BY THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, THERE IS ALSO A LOCAL FILING FEE OF \$125.00 WHICH SHOULD BE ON A SEPARATE CHECK MADE PAYABLE TO THE TOWN OF HARWICH. FEES FOR ALL AFTER-THE-FACT FILINGS WILL BE DOUBLE THOSE NORMALLY CHARGED WITH THE EXCEPTION OF EMERGENCY ACTIVITIES.**

**TO BE SUBMITTED TO THE DEP REGIONAL OFFICE:**

**Two copies of the completed application (as listed in items A through G above) AND Two copies of the plans mailed Certified Mail/Return Receipt Requested to:**

DEP – SERO  
20 Riverside Drive  
Lakeville, MA 02347  
Att: Wetlands

**PLANS:**

- \* Should of adequate size, scale, and detail to completely and accurately describe the site, resource area boundaries, and proposed work
- \* Maximum Sheet Size: 24" x 36"
- \* If more than one sheet is required to describe the proposed work, provide an additional sheet indexing all other sheets and showing a general composite of all work proposed within the Buffer Zone and areas subject to protection under the Act
- \* Scale: not more than 1" = 50'
- \* Title Block: should be included on all plans located in lower right hand corner, oriented to be read from the bottom when bound at the left margin – include original date plus additional space to reference the title and dates of any revised plans
- \* The Conservation Commission may require that supporting plans and calculations be prepared and stamped by a registered professional engineer when, in its judgment, the complexity of the proposed work warrants this certification
- \* The Conservation Commission also may require that supporting materials be prepared by other professionals when the complexity of the proposed work warrants specialized expertise

**ADDITIONAL INFORMATION:**

**RARE WETLAND WILDLIFE HABITAT**

- \* Applicants should check with the Conservation Department to see if the proposed work (including work in the Buffer Zone) is within estimated habitat as indicated on the most recent Estimated Habitat Map of State-Listed Rare Wetlands Wildlife published by Natural Heritage and Endangered Species Program. If so, the applicant must send the Natural Heritage Program a copy of the Notice of Intent by Certified Mail/Return Receipt Requested to: Natural Heritage and Endangered Species Program

Division of Fisheries and Wildlife  
Route 135, North Drive  
Westborough, MA 01581

no later than the date of the filing of the Notice of Intent with the Conservation Commission and the DEP.

**NOTE:** A copy of the white receipt post-marked, to Natural Heritage, must be attached to your Notice of Intent, which is filed with both the Conservation Commission and the DEP - It becomes part of your application. Failure to provided proof of notification to this agency, if required, will delay processing of your application and issuance of a DEP File number.

**PROJECTS WHICH FALL WITHIN THE RIVERFRONT**

Please speak with the Conservation Administrator regarding any specific questions concerning projects which fall in the Riverfront Area