

June 14, 2023

Conservation Commission
8 West Common Street
Topsfield, MA 01983

Re: Notice of Intent –276 Rowley Bridge Road
Owner/Applicant: North Shore Heritage Associates, Inc.

Dear Commission Members:

On behalf of North Shore Heritage Associates, Inc., The Morin-Cameron Group, Inc. is requesting your approval of a Notice of Intent application for work proposed within the 100 foot buffer zone to a bordering vegetated wetland. An Order of Resource Area Delineation (ORAD) was issued by the Topsfield Conservation Commission on October 22, 2019, DEP file number 307-0778, approving the wetland delineation shown on the plan. Although never extended, the ORAD is still valid until 1/27/2024 as the Covid Extension Act applies to this permit.

An Order of Conditions (OOC) was issued by the Topsfield Conservation Commission on March 2, 2022, DEP file number 307-0784, for development of the vacant lot with a 5-bedroom dwelling. Subsequently, a simple modification was issued for the OOC on September 1, 2020. However, due to the impacts of COVID the project did not move forward, and the lot was sold to the current applicant.

The new proposed project is also for the construction of a five-bedroom dwelling and associated appurtenances. A portion of the lot is maintained lawn however, the majority of the buffer zone is wooded. Proposed work within the 100 foot wetland buffer zone includes construction of a portion of a dwelling, walkways, portions of a driveway, installation of utilities, installation of stormwater management facilities and associated grading.

In accordance with the Topsfield General Wetlands Bylaw Section R10-4 (e.) (2) no work shall occur in the setback areas (in this case the 100 foot wetland buffer zone) except as provided pursuant to paragraph g. (maintenance) or i. (waiver provision) of this section. Section R10-4 (e.) (2) (b.) goes on to state that for lots in existence, but not developed as of May 2, 2000, activities shall be allowed only as necessary to develop the lot with a house, septic system and driveway, and activities shall be outside of the buffer zone as much as possible. This lot was created in June 1980 when an Approval Not Required Plan was endorsed by the Topsfield Planning Board. While evaluating the development options for this lot not only did we have to evaluate work in the buffer zone, but we also needed to evaluate how to minimize stone wall breaks and street tree removal for the driveway access since Rowley Bridge Road is considered a Scenic Road in

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Topsfield. Based on all these factors the lot development shown on the proposed site plan is what we believe to be the optimal design taking into consideration all aspects of development.

The proposed project requires that the dwelling and surrounding driveway access be ADA accessible. The site was designed to provide access to the site through an existing wall break; this location minimizes the amount of grading and does not require the removal of any street trees or stone walls. Proposing the driveway entrance along the southerly (right) lot line would require the removal of existing stone wall and the removal of existing street trees to build the driveway access. Also, the existing wall in this location serves as a retaining wall so additional grading and retaining walls would be required to build the driveway entrance. By examining the plan, you will notice that we chose to design the driveway on the southern side of the dwelling in order to reduce impervious area within the buffer zone.

The roof area will be captured with a system of gutters and roof leaders to be directed to an underground roof recharge system. In order to provide stormwater mitigation/treatment for the driveway runoff a stone infiltration trench has been designed along down gradient sides of the edge of pavement.

The proposed design maintains a minimum setback from the wetlands to the limit of work of 27 feet at its closest point. It should be noted that this 27 foot setback is for the installation of a foundation drain. The limit of work for the grading is a 33 foot minimum. We feel the proposed design is the best compromise to allow for the development of the lot while minimizing impacts in the buffer zone and providing stormwater management as required.

Since work is proposed within the 100 foot buffer zone a waiver pursuant to section R:10-4(i)(1.) of your regulations is required. Pursuant to this section the Commission may consider a waiver to allow the project within the buffer zone based on the following criteria:

- a. There are no alternatives that would allow a project to proceed in compliance with the regulations. ***It is not possible to develop this lot without proposing work in the buffer zone. The project as designed takes into consideration all aspects of development while minimizing impacts to the buffer zone and resource area.***
- b. Mitigation measures are proposed that will allow the project to be conditioned so as to contribute to the interests identified in the Bylaw. ***Stormwater mitigation measures are proposed that comply with State and local regulations to ensure that the proposed project will not have any adverse impacts to the resource area or the neighborhood.***
- c. Where alteration of a Wetland, Bank, Land Under Water or Body of Water is proposed, replication is proposed in accordance with the State regulations and Section R:10-22 of the Topsfield regulations. ***The proposed work alters buffer zone only.***
- d. The waiver is necessary to accommodate an overriding public interest, or that it is necessary to avoid an order that so restricts the use of the property as to constitute and unconditional taking without compensation. ***This lot was created in June 1980 and is a fully compliant lot with regards to zoning. Pursuant to section R10-4(e)(2)(b) activities in the buffer zone shall be allowed only as necessary to develop the lot with a house, septic system and driveway. As discussed above we believe we have minimized the disturbance in the buffer zone to the extent practicable. To not allow***

work in the buffer zone on this lot would constitute an unconditional taking without compensation.

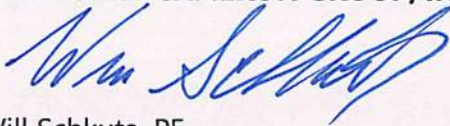
The project, as proposed, is in compliance with the State Wetlands Protection Act and your local regulations and should, therefore, have no impact to the resource area or abutting properties so we ask that the Commission issue a waiver to allow work in the buffer zone, approve the project and issue an Order of Conditions.

If the Commission issues an Order of Conditions for this project the applicant will file a Certificate of Compliance for DEP #307-0784 in order to close the current permit prior to starting work on this project. We look forward to meeting with the Commission at your next regularly scheduled meeting to discuss this request.

If you have any questions prior to the meeting please do not hesitate to contact me.

Sincerely,

THE MORIN-CAMERON GROUP, INC.



Will Schkuta, PE
Senior Project Manager

WAS/lmf

Enclosures

cc: Northeast Arc
DEP



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Wetlands

Provided by MassDEP:

WPA Form 3 – Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
And under the Town of Topsfield General Wetlands Bylaw

MassDEP File Number

Document Transaction Number

Topsfield

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):

276 Rowley Bridge Road

a. Street Address

Topsfield

b. City/Town

01983

c. Zip Code

Latitude and Longitude:

42°36'7.01"N

d. Latitude

70°57'47.26"W

e. Longitude

83

f. Assessors Map/Plat Number

5

g. Parcel /Lot Number

2. Applicant:

a. First Name

b. Last Name

Northeast Arc, Inc c/o The Morin-Cameron Group, Inc

c. Organization

1 Southside Road

d. Street Address

Danvers

MA

01923

e. City/Town

f. State

g. Zip Code

978-777-8586

will@morincameron.com

h. Phone Number

i. Fax Number

j. Email Address

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

a. First Name

b. Last Name

North Shore Heritage Associates, Inc

c. Organization

1 Southside Road

d. Street Address

Danvers

MA

01923

e. City/Town

f. State

g. Zip Code

(978) 624-2408

jas@ne-arc.org

h. Phone Number

i. Fax Number

j. Email address

4. Representative (if any):

Will

Schkuta

a. First Name

b. Last Name

The Morin-Cameron Group, Inc

c. Company

66 Elm Street

d. Street Address

Danvers

MA

01923

e. City/Town

f. State

g. Zip Code

(978) 777-8586

will@morincameron.com

h. Phone Number

i. Fax Number

j. Email address

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

\$3,036.75

a. Total Fee Paid

\$237.50

b. State Fee Paid

\$2,549.25

c. City/Town Fee Paid



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A. General Information (continued)

6. General Project Description:

Proposed work within the 100 foot wetland buffer zone includes construction of a portion of a single family dwelling, porch, deck, portion of a pervious paver walkway, pervious paver patio, portion of a driveway, associated grading, installation of utilities and installation of stormwater management facilities.

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:

Southern Essex

a. County

41400

c. Book

b. Certificate # (if registered land)

003

d. Page Number

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

- ☒ 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.
- ☐ 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.

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

Resource Area	Size of Proposed Alteration	Proposed Replacement (if any)
d. <input type="checkbox"/> Bordering Land Subject to Flooding	1. square feet _____ 3. cubic feet of flood storage lost _____	2. square feet _____ 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) - specify coastal or inland _____	

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. <input type="checkbox"/> 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. <input type="checkbox"/> 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

1. 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.

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

8/01/21

b. Date of map

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*

1. ☐ Percentage/acreage of property to be altered:
 - (a) within wetland Resource Area _____ percentage/acreage
 - (b) outside Resource Area _____ percentage/acreage
2. ☐ Assessor's Map or right-of-way plan of site
2. ☐ 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 <https://www.mass.gov/mas-endangered-species-act-mesa-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 <https://www.mass.gov/how-to/how-to-file-for-a-mesa-project-review>).

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, <https://www.mass.gov/service-details/exemptions-from-review-for-projectsactivities-in-priority-habitat>; 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@mass.gov

Division of Marine Fisheries -
North Shore Office
Attn: Environmental Reviewer
30 Emerson Avenue
Gloucester, MA 01930
Email: dmf.envreview-north@mass.gov

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.

- c. ☐ Is this an aquaculture project? d. ☐ Yes ☐ No

If yes, include a copy of the Division of Marine Fisheries Certification Letter (M.G.L. c. 130, § 57).



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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: (**NOTE: Project subject to Topsfield Stormwater Bylaw**)
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.

Sanitary Disposal System Design Plan in Topsfield MA 276 Rowley Bridge Road (Assessors Map 83 Parcel 5 Lot 8) Prepared for Northeast Arc, Inc

The Morin-Cameron Group, Inc

Will Schkuta

b. Prepared By

c. Signed and Stamped by

6/13/2023

1' = 20"

d. Final Revision Date

e. Scale

*See Below

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.

- * 1. Order of Resource Area Delineation (DEP File NO 307-0778 dated 10/22/2019)
 2. Long Term Best Management Practices Operation and Maintenance Plan (Dated 6/13/2023)

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:

3332

6/14/2023

2. Municipal Check Number

3. Check date

3331

6/14/2023

4. State Check Number

5. Check date

The Morin-Cameron Group, Inc.

6. Payor name on check: First Name

7. Payor name on check: Last Name



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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.

Wm. Ashcroft (AS AUTHORIZED)

1. Signature of Applicant

6/14/2023

2. Date

3. Signature of Property Owner (if different)

Wm. Ashcroft, THE MORIN-CAMERON GROUP

5. Signature of Representative (if any)

4. Date

6/14/2023

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.

Authorization Form

Re: 276 Rowley Bridge Road Topsfield MA

I, **Jo Ann Simons, President of North Shore Heritage Associates, Inc** authorize The Morin-Cameron Group, Inc. to sign any and all applications to the **Town of Topsfield** on my behalf regarding the above-referenced property.



Signature

June 13, 2023

Date

Authorization Form

Re: 276 Rowley Bridge Road Topsfield MA

I, **Jo Ann Simons, President of Northeast Arc, Inc** authorize The Morin-Cameron Group, Inc. to sign any and all applications to the **Town of Topsfield** on my behalf regarding the above-referenced property.



Signature

June 13, 2023

Date

The Morin-Cameron Group, Inc.
66 Elm Street
Danvers, MA 01923

Brookline Bank
53-7148/2113

3332

6/14/2023

PAY TO THE
ORDER OF

Town of Topsfield

\$2,549.25

Two thousand five hundred and forty nine &

25/100

DOLLARS

MEMO

Northeast Arc #3902.08.b – NOI Fee

John M. Morin
AUTHORIZED SIGNATURE

MP

The Morin-Cameron Group, Inc.

3332

The Morin-Cameron Group, Inc.

3332

Photo Safe Deposit®
Details on Back.

Location: 276 Rowley Bridge Road Topsfield

Brookline Bank
53-7148/2113

3331

The Morin-Cameron Group, Inc.

66 Elm Street
Danvers, MA 01923

6/14/2023

PAY TO THE
ORDER OF

Commonwealth of Massachusetts

\$ 237.50

Two Hundred and thirty seven & -----50/100

DOLLARS

MEMO

Northeast Arc #3902.08.b – NOI Fee


AUTHORIZED SIGNATURE

MP

The Morin-Cameron Group, Inc.

3331

The Morin-Cameron Group, Inc.

3331



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:

276 Rowley Bridge Road

a. Street Address

3331

c. Check number

Topsfield

b. City/Town

\$237.50

d. Fee amount

2. Applicant Mailing Address:

a. First Name

b. Last Name

Northshore Arc, Inc c/o The Morin-Cameron Group, Inc

c. Organization

1 Southside Road

d. Mailing Address

Topsfield

e. City/Town

MA

f. State

01923

g. Zip Code

(978) 777-8586

h. Phone Number

will@morincameron.com

j. Email Address

i. Fax Number

3. Property Owner (if different):

a. First Name

b. Last Name

North Shore Heritage Associates, Inc

c. Organization

1 Southside Road

d. Mailing Address

Danvers

e. City/Town

MA

f. State

01923

g. Zip Code

(978) 624-2408

h. Phone Number

jas@ne-arc.org

j. Email Address

i. Fax Number

To calculate filing fees, refer to the category fee list and examples in the instructions for filling out WPA Form 3 (Notice of Intent).

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.



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 2.a.	1	\$500.00	\$500.00
Town Fee: D. 3.a – Buffer Zone 10, 147 SF x 0.25/SF=\$2,536.75		\$2,536.75	\$2,536.75
Step 5/Total Project Fee:			\$3,036.75

Step 6/Fee Payments:

Total Project Fee:	\$3036.75
	a. Total Fee from Step 5
State share of filing Fee:	\$237.50
	b. 1/2 Total Fee less \$12.50
City/Town share of filling Fee:	\$2,549.25
	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.)

R:10-17 TCC Form 1: TOPSFIELD GENERAL WETLANDS BYLAW: FEE CALCULATION

See Wetlands Protection Act (310 CMR 10.00) *Appendix B - WETLANDS FEE TRANSMITTAL FORM* to calculate fees due under State Regulations.

A. Request for Determination of Negligible Impact (RDNI), \$75.00 \$ _____

B. Request for Determination of Applicability (RDA)

1) To authorize minor work, calculate fee per D. 3) below: \$100 minimum. \$ _____

2) To review Resource Area delineation, for each Resource Area to be reviewed:
\$.50 per linear foot of Resource Area; \$100 minimum. \$ _____

C. Abbreviated Notice of Resource Area Delineation (ANRAD)

\$.50 per linear foot of each Resource Area to be reviewed; \$50 minimum. \$ _____

D. Notice of Intent (NOI) (includes Abbreviated Notice of Intent)

1) To review Resource Area delineation:

Review required unless already done under prior RDA, ANRAD or NOI

\$.50 per linear foot of each Resource Area to be reviewed; \$50 minimum. \$ _____

2) Repair or same design flow replacement of failed septic system
[In this case, D. 3) does not apply]: \$200.00 \$ _____

3) To request to alter Resource Area

Where Resource Areas overlap, the higher fee shall be due. Minimum fee \$100.

a) Buffer Zone 10,147 sq. ft. x \$.25/sq. ft. = \$ 2,536.75 -

b) Land Subject to Flooding _____ sq. ft. x \$.25/sq. ft. = \$ _____

c) Land Under Water _____ sq. ft. x \$.50/sq. ft. = \$ _____

d) Banks (each bank) _____ linear ft. x \$5.00 = \$ _____

e) Freshwater Wetland _____ sq. ft. x \$.50/sq. ft. = \$ _____

f) Vernal Pool 100-foot Buffer Zone _____ sq. ft. x \$.50/sq. ft. = \$ _____

g) 200-foot Riverfront Area _____ sq. ft. x \$.30/sq. ft. = \$ _____

4) To request project activity in Resource Area

a) Review of Drainage System/Flood Control Structure

i) on single-family house lot \$150.00 \$ _____

ii) other \$500.00 \$ _____

b) Restore to prior condition including waste clean-up: \$250.00 \$ _____

E. Request for Extension of Permit (OoC) or Delineation (ORAD): \$100.00 per lot \$ _____

F. Request to Amend Order of Conditions: \$100.00 \$ _____

G. Request for a Certificate of Compliance: \$100.00 \$ _____

TOTAL FEE under TOPSFIELD BYLAW

\$2,536.75

TOTAL FEE under STATE REGULATIONS (State portion + Town portion – from *WPA Wetlands Fee Transmittal Form*)

\$ 500.00

TOTAL FEES DUE

\$ 3,036.75

Make Checks Payable As Follows:

1. Commonwealth of Massachusetts (State portion of State fee – from *WPA Wetlands Fee Transmittal Form*)

\$ 237.50

[Send a copy of this check with 1 copy of the application to DEP-NERO.]

2. Town of Topsfield (Total of Town portion of the State fee + Total fee under Topsfield Bylaw)

\$2,549.25

[Submit to TCC with Application.]

Fees are payable to the Town of Topsfield upon submittal of any of the above Applications/Requests, **A. through G.** See R:10-6. FEES.

Payment of fees does not assure approval of proposed work. In general, fees are non-refundable, except when adjustments to Resource Area delineations, and/or changes in the scope or location of the project result in reduction of the Resource Areas to be altered.

06-13-2012

R:10-19. TCC Form 2: SITE VISIT AUTHORIZATION FORM

I give permission to the Topsfield Conservation Commission and its agent(s) to enter the property listed below at all times during which the subject matter is pending or ongoing before the Commission (until a Certificate of Compliance is issued in the case of an Order of Conditions or when any other document expires).

Street Address of Property: 276 Rowley Bridge Road, Topsfield MA

Assessors Map and Parcel Number:

Map 83 Parcel 5

Name of Owner (please print)

North Shore Heritage Associates, Inc

Signature of Owner:

Date_6/14/2023

OR

Signature of Authorized Representative of Owner: WILL SCHKETA, THE MORIN-CAMERON GROUP, INC.



Date 6/14/2023

Name of Owner's Authorized Representative (please print):

The Morin-Cameron Group, Inc

Representative's Address and Telephone Number:

The Morin-Cameron Group, Inc

66 Elm Street

Danvers, MA 01923

978-777-8586

**CERTIFICATION OF DISCLOSURE
OF PERSONAL INTERESTS OF CONSULTANT(S)**
(Pursuant to Topsfield Wetland Regulation R:10-5.c)

To: Topsfield Conservation Commission

From --Name: Will SchkutaTitle: Senior Project ManagerCompany: The Morin-Cameron Group, Inc.License/Registration # (if any): 56016Telephone #: 978-777-8586Address: 66 Elm Street, Danvers, MA 01923Re: (Circle one) Certification Disclosure

Project Description:

Proposed work within the 100 foot wetland buffer zone includes construction of a portion of a single family dwelling, porch, deck, portion of a pervious paver walkway, pervious paver patio, portion of a driveway, associated grading, installation of utilities and installation of stormwater management facilities.

Project Location: 276 Rowley Bridge Road (Topsfield, MA)

(Check one)

☒ I hereby certify to the Commission that neither I nor any member of my company or family, nor any business partner or associate has any interest in the above project beyond standard reasonable fees paid for objective professional services rendered on the project.

OR

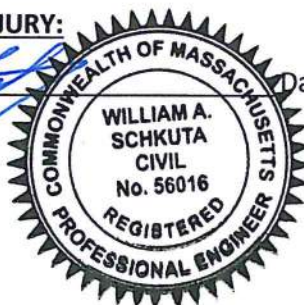
☐ I hereby disclose the following interest(s) in the above-described project:

Nature of interest(s): _____

Persons/entities holding the interest(s): _____

SIGNED UNDER PENALTIES OF PERJURY:Signature: Will SchkutaDate: 6/14/2023

[Affix professional stamp if any]



R:10-18. TCC Form 4
TOPSFIELD CONSERVATION COMMISSION

To the Applicant:

Upon filing a Request for Determination of Applicability, an Abbreviated Notice of Resource Area Delineation, a Notice of Intent or an Abbreviated Notice of Intent under the Topsfield General Wetlands Bylaw, you are required to notify all abutters within **100** feet of the property for which the filing is made.

An abutter is the owner of property within one hundred feet of the boundary of the applicant's/project property, including property located across a street, way, river or stream within the one hundred feet

***Certified abutters lists can be obtained from the Topsfield Assessor's Office at the Topsfield Town Hall. The Assessor's Office requires 10 business days to certify an Abutters List.** Please produce the list and proof of notification at the first Public Hearing/Meeting for your project.

List of abutters to property located at 276 Rowley Bridge Road, Topsfield MA

List prepared by The Morin-Cameron Group, Inc

List of Abutters: **SEE ATTACHED**

R:10-27. TCC FORM 5 Notification of Abutters Under The Massachusetts Wetlands Protection Act and/or The Topsfield General Wetlands Bylaw

In accordance with the second paragraph of the Massachusetts General Laws Chapter 131, Section 40, and Section 62-7. of the Topsfield General Wetlands Bylaw, you are hereby notified of the following:

A. The name of the applicant is: Northeast Arc, Inc c/o The Morin-Cameron Group, Inc

B. The applicant has filed a:

- ☐ Request for Determination of Applicability (RDA)
☒ Notice of Intent (NoI)
☐ Abbreviated Notice of Intent (ANoI)
☐ Abbreviated Notice of Resource Area Delineation (ANRAD)
☐ Other

with the **Topsfield Conservation Commission** seeking: Proposed work within the 100 foot wetland buffer zone includes construction of a portion of a single-family dwelling, porch, deck, portion of a pervious paver walkway, pervious paver patio, portion of a driveway, associated grading, installation of utilities of stormwater management facilities.

within/of an Area Subject to Jurisdiction/Protection under the Massachusetts Wetlands Protection Act and/or the Topsfield General Wetlands Bylaw.

C. The address of the property where the activity is proposed is:

276 Rowley Bridge Road, Topsfield MA

D. The ***anticipated**** public hearing/meeting date/location is Wednesday, June 28, 2023 at 7:00PM to be held via remote participation through video and/or audio conference due to the ongoing COVID-19 pandemic. ***Subject to change.**

E. Information regarding the date, time, and participation information for the Public Meeting/Hearing may be obtained at all hours from **THE TOPSFIELD TOWN HALL POSTINGS BOX**, (located outside the entrance to Town Hall and accessible at all hours) not less than forty-eight (48) hours in advance, or by contacting the Topsfield Conservation Commission office at 978-887-1510 or conservation@topsfeld-ma.gov during normal business hours.

F. The Application may be examined by appointment at the **TOPSFIELD CONSERVATION COMMISSION OFFICE, TOPSFIELD TOWN HALL, 8 WEST COMMON STREET, TOPSFIELD** during regular business hours, please call 978-887-1510 or e-mail conservation@topsfeld-ma.gov to set up an appointment.

G. Copies of the Application may be obtained by calling 978-887-1510. **COPIES ARE SUBJECT TO APPLICABLE COPYING FEES.** Electronic copies may be available, please e-mail conservation@topsfeld-ma.gov.

NOTE: Notice of the public meeting/hearing, including date, time and participation information, will be published at least five (5) business days in advance in a local newspaper.

NOTE: You also may contact The Topsfield Conservation Commission or the DEP NORTHEAST REGIONAL OFFICE at 978-694-3200 for more information about this application, the Wetlands Protection Act, or the General Wetlands Bylaw.



TOWN OF TOPSFIELD
BOARD OF ASSESSORS
8 West Common Street
Topsfield, Massachusetts 01983
Telephone: (978) 887-1514 Fax: (978) 887-1502

This form must be completed and Assessor fee of \$20.00 must be paid before release of the certified abutters list.

Submission Date Monday, May 22, 2023 Issue Date Monday, May 22, 2023

Department requiring list: Conservation Commission

300 Ft. ☐ 100 Ft. ☒ (Conservation Only) ☐ Direct Abutters

Person/Party requesting list: Joanne Ambrosino, The Morin-Cameron Group, INC.

Address: 66 Elm Street, Danvers, MA 01923

Phone #: 978.777.8586 Email Address joanne@morincameron.com Misc: _____

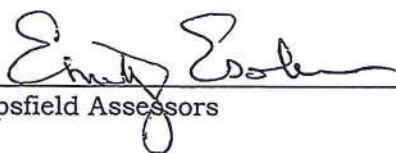
Property Owner: Ayden Caimansiot Limited

Assessor's Map(s) 83 Lot(s) 5 Location 276 Rowley Bridge Road

Assessor's Fee Paid: ☒ Yes ☐ No

The Assessors' Office requires ten (10) working days to certify an Abutters List. This list is valid for sixty days only from date of issue.

Certified By:



Topsfield Assessors



Certification of Parties in Interest

The Board of Assessors of the Town of Topsfield do hereby certify, in accordance with the provisions of Section 10 and 11 of Chapter 808 of the Acts of 1975, that the following named persons, firms and corporations are parties in interest, as in said Section 11 defined, with respect to the premises herein above described.



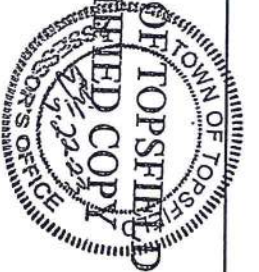
May 22, 2023

Town of Topsfield, MA

1 inch = 700 Feet

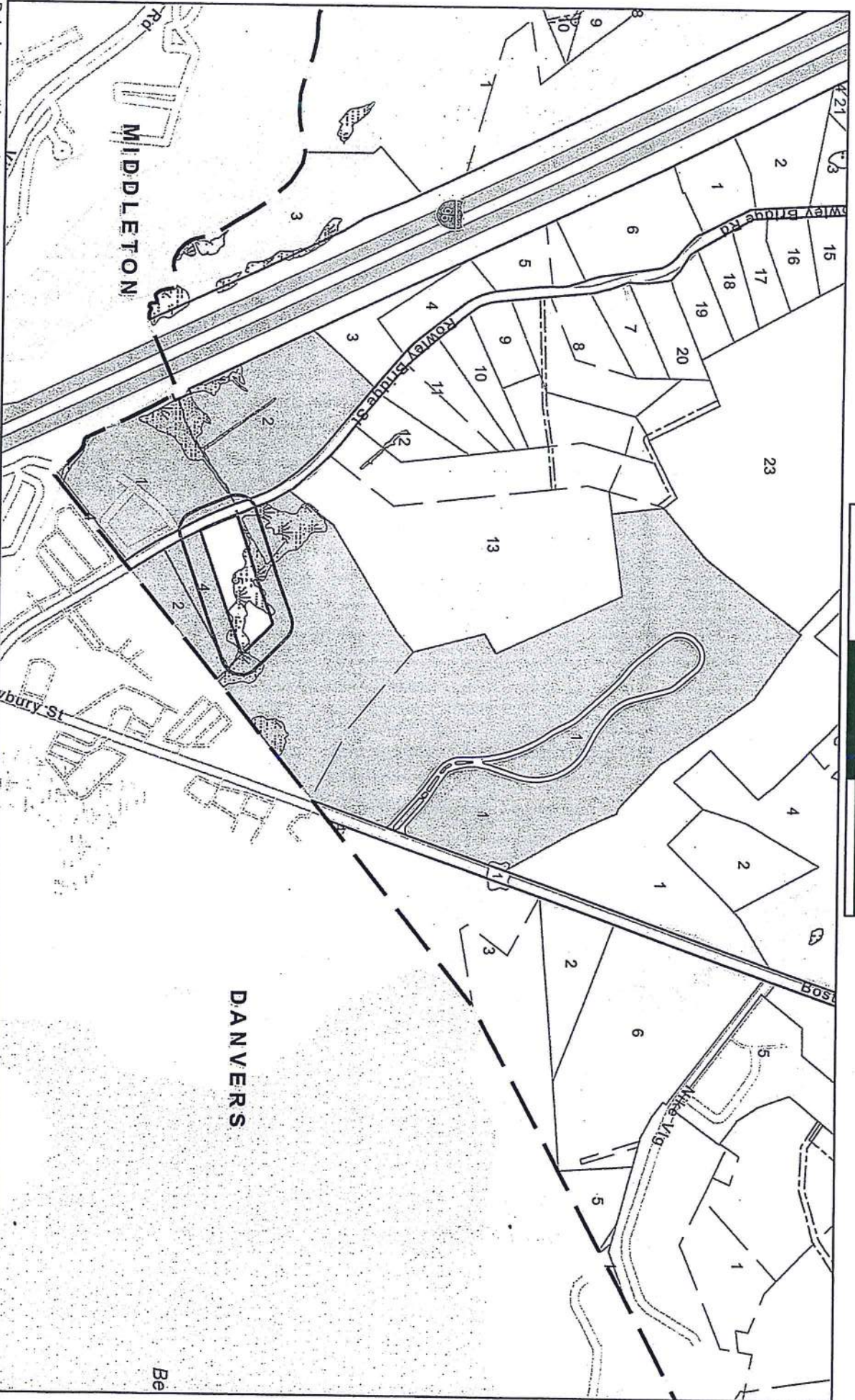


TOWN OF TOPSFIELD
CERTIFIED COPY



CAI Technologies
Precision Mapping. Geospatial Solutions.

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



100 feet Abutters List Report

Topsfield, MA
May 22, 2023



Subject Property:

Parcel Number: 83-5
CAMA Number: 83-5
Property Address: 276 ROWLEY BRIDGE RD

Mailing Address: NORTH SHORE HERITAGE ASSOC INC
1 SOUTHSIDE RD
DANVERS, MA 01923

Abutters:

Parcel Number: 80-2
CAMA Number: 80-2
Property Address: 249 ROWLEY BRIDGE RD

Mailing Address: ADELMAN RICHARD B
267 ROWLEY BRIDGE RD
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-0
Property Address: 12 BOSTON ST

Mailing Address: ENGLISH COMMONS LLC
460 BOSTON ST STE 5
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-1
Property Address: 12 BOSTON ST Unit 1

Mailing Address: DAVIS ANTHONY
1 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-10
Property Address: 12 BOSTON ST Unit 10

Mailing Address: BAILEY PETER A TR
10 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-11
Property Address: 12 BOSTON ST Unit 11

Mailing Address: GRAVES SAMUEL H
11 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-12
Property Address: 12 BOSTON ST Unit 12

Mailing Address: FIRESTONE JAMES E
12 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-13
Property Address: 12 BOSTON ST Unit 13

Mailing Address: VITALE RICHARD D
13 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-14
Property Address: 12 BOSTON ST Unit 14

Mailing Address: FALTAS MERVAT
14 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-15
Property Address: 12 BOSTON ST Unit 15

Mailing Address: SCIPPA PASQUALE
15 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-16
Property Address: 12 BOSTON ST Unit 16

Mailing Address: FRONGILLO FRANK F
16 ENGLISH COMMONS
TOPSFIELD, MA 01983



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5/22/2023

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100 feet Abutters List Report

Topsfield, MA
May 22, 2023



Parcel Number: 81-1
CAMA Number: 81-1-17
Property Address: 12 BOSTON ST Unit 17

Mailing Address: MINDESS RICHARD
17 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-18
Property Address: 12 BOSTON ST Unit 18

Mailing Address: PUTNEY JOHN R TR
P.O. BOX 35
MOULTONBORO, NH 03254

Parcel Number: 81-1
CAMA Number: 81-1-19
Property Address: 12 BOSTON ST Unit 19

Mailing Address: GUINEE ALICIA MARY
19 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-2
Property Address: 12 BOSTON ST Unit 2

Mailing Address: RESTEGHINI PETER C
2 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-20
Property Address: 12 BOSTON ST Unit 20

Mailing Address: CROSSON W. RICHARD
20 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-21
Property Address: 12 BOSTON ST Unit 21

Mailing Address: KNOWLES PHILIP G TR
21 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-22
Property Address: 12 BOSTON ST Unit 22

Mailing Address: RICHMAN ERIC J
22 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-23
Property Address: 12 BOSTON ST Unit 23

Mailing Address: FIORE WILLIAM J TR
23 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-24
Property Address: 12 BOSTON ST Unit 24

Mailing Address: JOHNSON JUDITH H TR
24 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-25
Property Address: 12 BOSTON ST Unit 25

Mailing Address: LIPSON PHILIP D
101 STATION DR STE 250
WESTWOOD, MA 02050

Parcel Number: 81-1
CAMA Number: 81-1-26
Property Address: 12 BOSTON ST Unit 26

Mailing Address: MEYFARTH GEORGE
26 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-28
Property Address: 12 BOSTON ST Unit 28

Mailing Address: BARRETT THOMAS J TR
28 ENGLISH COMMONS
TOPSFIELD, MA 01983



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5/22/2023

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Page 2 of 7



100 feet Abutters List Report

Topsfield, MA

May 22, 2023



Parcel Number: 81-1
CAMA Number: 81-1-29
Property Address: 12 BOSTON ST Unit 29

Mailing Address: BRITTON WAYNE W
29 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-3
Property Address: 12 BOSTON ST Unit 3

Mailing Address: HAROLD ELAINE P TR
3 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-30
Property Address: 12 BOSTON ST Unit 30

Mailing Address: KILDUFF STEPHANIE D TR
30 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-31
Property Address: 12 BOSTON ST Unit 31

Mailing Address: MASSARO HELEN A TR
31 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-32
Property Address: 12 BOSTON ST Unit 32

Mailing Address: MASTERSON JOHN J
32 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-33
Property Address: 12 BOSTON ST Unit 33

Mailing Address: BRAVERMAN MICHAEL J
33 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-34
Property Address: 12 BOSTON ST Unit 34

Mailing Address: BOURGOIN DIANORA M TR
34 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-35
Property Address: 12 BOSTON ST Unit 35

Mailing Address: GENNACO JOSEPH P TR
35 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-36
Property Address: 12 BOSTON ST Unit 36

Mailing Address: HARDER PAUL R TR
36 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-37
Property Address: 12 BOSTON ST Unit 37

Mailing Address: ST LAURENT DAVID F
37 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-38
Property Address: 12 BOSTON ST Unit 38

Mailing Address: ROSE ROBERT M TR
38 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-39
Property Address: 12 BOSTON ST Unit 39

Mailing Address: MCANDREW THOMAS P
39 ENGLISH COMMONS
TOPSFIELD, MA 01983



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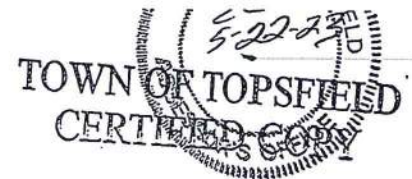
5/22/2023

Page 3 of 7



100 feet Abutters List Report

Topsfield, MA
May 22, 2023



Parcel Number: 81-1
CAMA Number: 81-1-4
Property Address: 12 BOSTON ST Unit 4

Mailing Address: LEAVER WILLIAM J III TR
2011 IMPERIAL GOLF COURSE BLVD
NAPLES, FL 34110

Parcel Number: 81-1
CAMA Number: 81-1-40
Property Address: 12 BOSTON ST Unit 40

Mailing Address: GUIDI THOMAS L
40 ENGLISH COMMON
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-41
Property Address: 12 BOSTON ST Unit 41

Mailing Address: CAWTHORNE MARY A TR
41 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-42
Property Address: 12 BOSTON ST Unit 42

Mailing Address: UNIT 42 ENGLISH COMMONS LLC
40 SOLDIER FIELD PL
BOSTON, MA 02135

Parcel Number: 81-1
CAMA Number: 81-1-43
Property Address: 12 BOSTON ST Unit 43

Mailing Address: SULLIVAN GEORGE J JR TR
43 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-44
Property Address: 12 BOSTON ST Unit 44

Mailing Address: COSTA LISA FELL
44 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-45
Property Address: 12 BOSTON ST Unit 45

Mailing Address: TYBINKOWSKI A P & E B TRS
45 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-46
Property Address: 12 BOSTON ST Unit 46

Mailing Address: SACHETTA JOSEPH TR
46 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-47
Property Address: 12 BOSTON ST Unit 47

Mailing Address: BRACCIA ROBERT TR
47 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-48
Property Address: 12 BOSTON ST Unit 48

Mailing Address: DEMPSEY PETER K TR
48 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-5
Property Address: 12 BOSTON ST Unit 5

Mailing Address: WHITEHEAD HOWARD
5 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-52
Property Address: 12 BOSTON ST Unit 52

Mailing Address: 52 ENGLISH COMMONS LLC
52 ENGLISH COMMONS
TOPSFIELD, MA 01983



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5/22/2023

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100 feet Abutters List Report

Topsfield, MA
May 22, 2023



Parcel Number: 81-1
CAMA Number: 81-1-54
Property Address: 12 BOSTON ST Unit 54

Mailing Address: MARIN ALLAN P TR
54 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-6
Property Address: 12 BOSTON ST Unit 6

Mailing Address: TIERNEY KEVIN M SR TR
6 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-7
Property Address: 12 BOSTON ST Unit 7

Mailing Address: SUMER FATMA AYNUR
7 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-8
Property Address: 12 BOSTON ST Unit 8

Mailing Address: CASTAGNA RALPH C
8 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 81-1
CAMA Number: 81-1-9
Property Address: 12 BOSTON ST Unit 9

Mailing Address: FAZIO CAROL A TR
9 ENGLISH COMMONS
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-0
Property Address: 281 ROWLEY BRIDGE RD

Mailing Address: AMBERWOOD FARMS CONDOMINIUM
PO BOX 1590
ANDOVER, MA 01810

Parcel Number: 83-1
CAMA Number: 83-1-1
Property Address: 281 ROWLEY BRIDGE RD Unit 1

Mailing Address: CLARK JUSTIN TR
281 ROWLEY BRIDGE RD UNIT 1
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-10
Property Address: 281 ROWLEY BRIDGE RD Unit 10

Mailing Address: DIDONATO ALFRED A
281 ROWLEY BRIDGE RD #10
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-11
Property Address: 281 ROWLEY BRIDGE RD Unit 11

Mailing Address: DESTEFANO ANNE M
281 ROWLEY BRIDGE RD #11
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-12
Property Address: 281 ROWLEY BRIDGE RD Unit 12

Mailing Address: BELL JANE R
281 ROWLEY BRIDGE RD UNIT 12
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-13
Property Address: 281 ROWLEY BRIDGE RD Unit 13

Mailing Address: MONACO JOHN M JR
281 ROWLEY BRIDGE RD #13
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-14
Property Address: 281 ROWLEY BRIDGE RD Unit 14

Mailing Address: JAMROG MARY T
281 ROWLEY BRIDGE RD #14
TOPSFIELD, MA 01983



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100 feet Abutters List Report

Topsfield, MA

May 22, 2023



Parcel Number: 83-1
CAMA Number: 83-1-15
Property Address: 281 ROWLEY BRIDGE RD Unit 15

Mailing Address: KANTER ROBERT E
281 ROWLEY BRIDGE RD 15
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-16
Property Address: 281 ROWLEY BRIDGE RD Unit 16

Mailing Address: KINLOCK KATHLEEN E TR
281 ROWLEY BRIDGE RD # 16
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-17
Property Address: 281 ROWLEY BRIDGE RD Unit 17

Mailing Address: LIMA PAUL A
281 ROWLEY BRIDGE RD #17
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-18
Property Address: 281 ROWLEY BRIDGE RD Unit 18

Mailing Address: STANLEY BRUCE B TR
281 ROWLEY BRIDGE RD # 18
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-19
Property Address: 281 ROWLEY BRIDGE RD Unit 19

Mailing Address: MASSE ROBERT L
281 ROWLEY BRIDGE RD #19
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-2
Property Address: 281 ROWLEY BRIDGE RD Unit 2

Mailing Address: MALVINNI JOSEPH
281 ROWLEY BRIDGE RD #2
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-20
Property Address: 281 ROWLEY BRIDGE RD Unit 20

Mailing Address: HESS DONALD J & DANNAL TRS
281 ROWLEY BRIDGE RD # 20
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-21
Property Address: 281 ROWLEY BRIDGE RD Unit 21

Mailing Address: TARR CATHERINE L
281 ROWLEY BRIDGE RD #21
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-22
Property Address: 281 ROWLEY BRIDGE RD Unit 22

Mailing Address: VELE ILONA
281 ROWLEY BRIDGE RD #22
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-23
Property Address: 281 ROWLEY BRIDGE RD Unit 23

Mailing Address: JUDGE MARY A
281 ROWLEY BRIDGE RD # 23
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-24
Property Address: 281 ROWLEY BRIDGE RD Unit 24

Mailing Address: PALMER STEFAN J TR
281 ROWLEY BRIDGE RD #24
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-3
Property Address: 281 ROWLEY BRIDGE RD Unit 3

Mailing Address: FINN JUDITH L
281 ROWLEY BRIDGE RD #3
TOPSFIELD, MA 01983



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100 feet Abutters List Report

Topsfield, MA
May 22, 2023



Parcel Number: 83-1
CAMA Number: 83-1-4
Property Address: 281 ROWLEY BRIDGE RD Unit 4

Mailing Address: FERGUSON LISA A TR
281 ROWLEY BRIDGE RD #4
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-5
Property Address: 281 ROWLEY BRIDGE RD Unit 5

Mailing Address: LEBLANC MAURICE N
281 ROWLEY BRIDGE RD #5
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-6
Property Address: 281 ROWLEY BRIDGE RD Unit 6

Mailing Address: PELLETZ DENISE L
281 ROWLEY BRIDGE RD #6
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-7
Property Address: 281 ROWLEY BRIDGE RD Unit 7

Mailing Address: DERFEL RONALD S
281 ROWLEY BRIDGE RD #7
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-8
Property Address: 281 ROWLEY BRIDGE RD Unit 8

Mailing Address: BELLEMARE ROBERT J TR
281 ROWLEY BRIDGE RD #8
TOPSFIELD, MA 01983

Parcel Number: 83-1
CAMA Number: 83-1-9
Property Address: 281 ROWLEY BRIDGE RD Unit 9

Mailing Address: GARDYNSKI WILLIAM
281 ROWLEY BRIDGE RD UNIT 9
TOPSFIELD, MA 01983

Parcel Number: 83-2
CAMA Number: 83-2
Property Address: 280 ROWLEY BRIDGE RD

Mailing Address: PAIVA FABIO
280 ROWLEY BRIDGE RD
TOPSFIELD, MA 01983

Parcel Number: 83-4
CAMA Number: 83-4
Property Address: 278 ROWLEY BRIDGE RD

Mailing Address: INEZ DANIEL
278 ROWLEY BRIDGE RD
TOPSFIELD, MA 01983



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AFFIDAVIT OF SERVICE

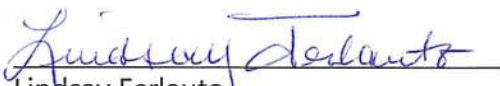
Under the Massachusetts Wetlands Protection Act

(to be submitted to Mass. DEP and the Conservation Commission
when filing a Notice of Intent)

I, Lindsay Ferlauto of The Morin-Cameron Group, Inc., hereby certify under the pains and penalties of perjury that on June 14th, 2023 I gave notification to abutters in compliance with the second paragraph of Massachusetts General Laws Chapter 131, Section 40, and the DEP Guide to Abutter Notification dated April 8, 1994, in connection with the following matter:

A Notice of Intent was filed under the Massachusetts Wetlands Protection Act by Northeast Arc, Inc c/o The Morin-Cameron Group, Inc with the Town of Topsfield Conservation Commission on June 14th, 2023 for property located at 276 Rowley Bridge Road (**Assessors Map 83, Parcel 5**).

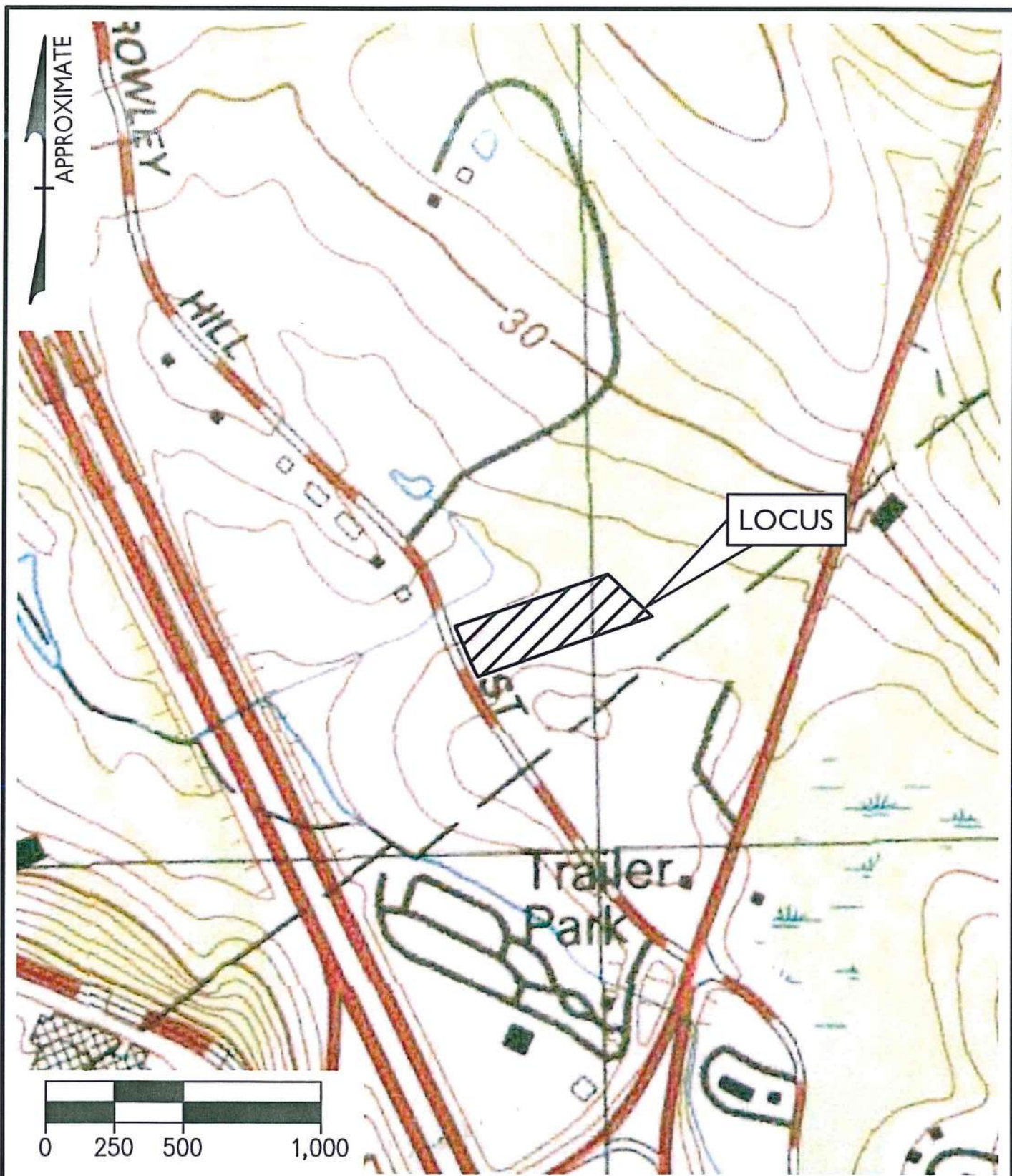
The form of the notification, and a list of the abutters to whom it was given and their addresses, are attached to this Affidavit of Service.


Lindsay Ferlauto
The Morin-Cameron Group, Inc.
66 Elm Street, Danvers MA 01923

6/14/2023
Date

**CIVIL ENGINEERS • LAND SURVEYORS • ENVIRONMENTAL CONSULTANTS • LAND USE
PLANNERS**

25 Kenoza Avenue, Haverhill, MA 01830 978.373.0310
Providing Professional Services Since 1978
www.morincameron.com



THE MORIN-CAMERON GROUP, INC.

66 ELM STREET, DANVERS, MA 01923

P | 978.777.8586

WWW.MORINCAMERON.COM

FIGURE I
276 ROWLEY BRIDGE ROAD
IN
TOPSFIELD, MA

DATE: JUNE 14, 2023

Scale: 1" = 500'

USGS MAP



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Wetlands & Topsfield Conservation Commission
WPA/GWB Form 4B – Order of Resource Area Delineation
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
and Topsfield General Wetlands Bylaw, Ch. 62
Address/Applicant: 280 Rowley Bridge Road / Cameron-280 Rowley Bridge Topsfield, LLC
MapLot: 83002

Provided by MassDEP:
307-0778
MassDEP File Number
eDEP Transaction Number
Topsfield
City/Town

A. General Information

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.

From: Topsfield
1. Conservation Commission

2. This Issuance is for (check one):
a. ☒ Order of Resource Area Delineation
b. ☐ Amended Order of Resource Area Delineation

3. Applicant:
Scott
a. First Name
Cameron
b. Last Name
280 Rowley Bridge Topsfield, LLC
c. Organization
c/o The Morin-Cameron Group, Inc., 66 Elm Street
d. Mailing Address
Danvers
e. City/Town
MA
f. State
01923
g. Zip Code

4. Property Owner (if different from applicant):
Khatereh & Elaheh
a. First Name
Samandar TRS
b. Last Name
Rowley Bridge Realty TR
c. Organization
280 Rowley Bridge Road
d. Mailing Address
Topsfield
e. City/Town
MA
f. State
01983
g. Zip Code

5. Project Location:
280 Rowley Bridge Road (Lots 7 & 8)
a. Street Address
Topsfield
b. City/Town
01983
c. Zip Code
83
d. Assessors Map/Plat Number
002
e. Parcel/Lot Number
Latitude and Longitude
(in degrees, minutes, seconds):
42.60°N
f. Latitude
70.96°W
g. Longitude

6. Dates:
10/02/2019
a. Date ANRAD filed
10/16/2019
b. Date Public Hearing Closed
10/22/2019
c. Date of Issuance

7. Title and Date (or Revised Date if applicable) of Final Plans and Other Documents:
"Plan to Accompany an Abbreviated Notice of Resource Area Delineation Application in Topsfield, Massachusetts, 280 Rowley Bridge Road (Assessor's Map 83, Lot 2)", Prepared for: 280 Rowley Bridge Topsfield, LLC; Prepared by The Morin-Cameron Group, Inc., Signed and stamped by John M. Morin, Civil No. 39836
a. Title
October 1, 2019
b. Date
c. Title
d. Date



B. Order of Delineation

1. The Conservation Commission has determined the following (check whichever is applicable):

- a. ☒ **Accurate:** The boundaries described on the referenced plan(s) above and in the Abbreviated Notice of Resource Area Delineation are accurately drawn for the following resource area(s):

1. ☒ Bordering Vegetated Wetlands - **Wetland Flags A8-A32**

2. ☐ Other resource area(s), specifically:

a. _____

- b. ☐ **Modified:** The boundaries described on the plan(s) referenced above, as modified by the Conservation Commission from the plans contained in the Abbreviated Notice of Resource Area Delineation, are accurately drawn from the following resource area(s):

1. ☐ Bordering Vegetated Wetlands

2. ☐ Other resource area(s), specifically:

a. _____

- c. ☐ **Inaccurate:** The boundaries described on the referenced plan(s) and in the Abbreviated Notice of Resource Area Delineation were found to be inaccurate and cannot be confirmed for the following resource area(s):

1. ☐ Bordering Vegetated Wetlands

2. ☐ Other resource area(s), specifically:

3. ☐ The boundaries were determined to be inaccurate because:

Findings: The delineation review was conducted on 9/26/2019. Bordering Land Subject to Flooding (BLSF) exists on the property and was approximated from the FEMA map. BLSF was not reviewed.

NOTE: No other Resource Area boundaries considered with this Abbreviated Notice of Resource Area Delineation or any others that may exist on this and/or any abutting properties are verified with this Order of Resource Area Delineation.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Wetlands & Topsfield Conservation Commission
WPA/GWB Form 4B – Order of Resource Area Delineation
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
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Address/Applicant: 280 Rowley Bridge Road / Cameron-280 Rowley Bridge Topsfield, LLC
MapLot: 83002

Provided by MassDEP:
307-0778
MassDEP File Number

eDEP Transaction Number

Topsfield
City/Town

C. Findings

This Order of Resource Area Delineation determines that the boundaries of those resource areas noted above, have been delineated and approved by the Commission and are binding as to all decisions rendered pursuant to the Massachusetts Wetlands Protection Act (M.G.L. c.131, § 40) and its regulations (310 CMR 10.00). This Order does not, however, determine the boundaries of any resource area or Buffer Zone to any resource area not specifically noted above, regardless of whether such boundaries are contained on the plans attached to this Order or to the Abbreviated Notice of Resource Area Delineation.

This Order must be signed by a majority of the Conservation Commission. The Order must be sent by certified mail (return receipt requested) or hand delivered to the applicant. A copy also must be mailed or hand delivered at the same time to the appropriate DEP Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/find-the-massdep-regional-office-for-your-city-or-town.html>).

D. Appeals

The applicant, the owner, any person aggrieved by this Order, any owner of land abutting the land subject to this Order, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate DEP Regional Office to issue a Superseding Order of Resource Area Delineation. When requested to issue a Superseding Order of Resource Area Delineation, the Department's review is limited to the objections to the resource area delineation(s) stated in the appeal request. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and a completed Request for Departmental Action Fee Transmittal Form, as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Order. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant.

Any appellants seeking to appeal the Department's Superseding Order of Resource Area Delineation will be required to demonstrate prior participation in the review of this project. Previous participation in the permit proceeding means the submission of written information to the Conservation Commission prior to the close of the public hearing, requesting a Superseding Order or Determination, or providing written information to the Department prior to issuance of a Superseding Order or Determination.

The request shall state clearly and concisely the objections to the Order which is being appealed and how the Order does not contribute to the protection of the interests identified in the Massachusetts Wetlands Protection Act, (M.G.L. c. 131, § 40) and is inconsistent with the wetlands regulations (310 CMR 10.00). To the extent that the Order is based on a municipal bylaw or ordinance, and not on the Massachusetts Wetlands Protection Act or regulations, the Department of Environmental Protection has no appellate jurisdiction.

Any appeal of the Bylaw portions of this Order shall be made through the appropriate legal process, to Superior Court.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Wetlands & Topsfield Conservation Commission
WPA/GWB Form 4B – Order of Resource Area Delineation
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40
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Address/Applicant: 280 Rowley Bridge Road / Cameron-280 Rowley Bridge Topsfield, LLC
MapLot: 83002

Provided by MassDEP:
307-0778
MassDEP File Number

eDEP Transaction Number

Topsfield
City/Town

E. Signatures

10/22/2019
Date of Issuance

Please indicate the number of members who will sign this form.

4

1. Number of Signers

Dorothy Shannally
Signature of Conservation Commission Member

Charles Jolley
Signature of Conservation Commission Member

John Beto
Signature of Conservation Commission Member

Signature of Conservation Commission Member

John Smith
Signature of Conservation Commission Member

Signature of Conservation Commission Member

Signature of Conservation Commission Member

This Order is valid for three years from the date of issuance.

If this Order constitutes an Amended Order of Resource Area Delineation, this Order does not extend the issuance date of the original Final Order, which expires on _____ unless extended in writing by the issuing authority.

This Order is issued to the applicant and the property owner (if different) as follows:

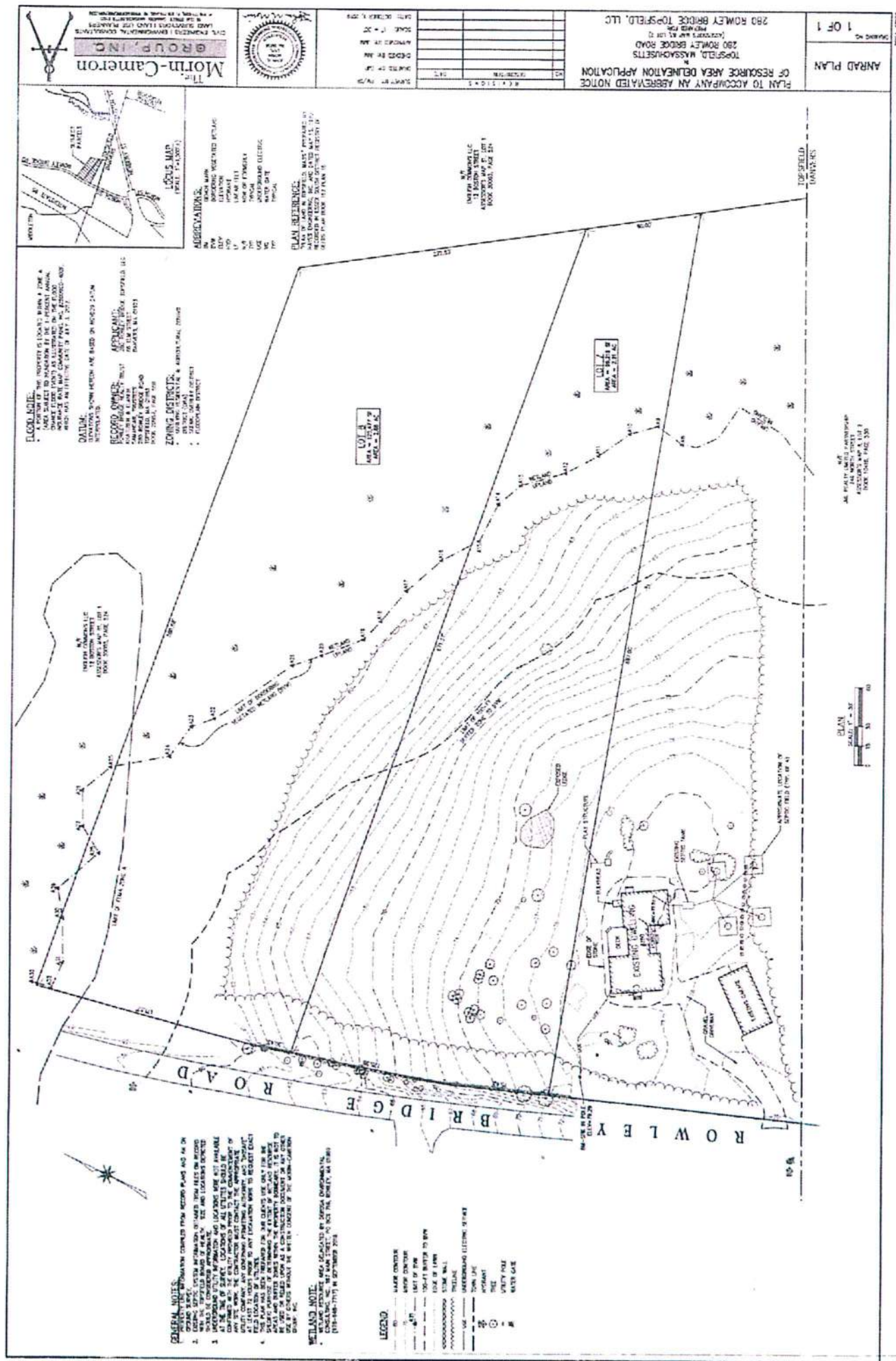
2. ☐ By hand delivery on _____

a. Date

3. ☒ By certified mail, return receipt requested on _____

a. Date

280 Rowley Bridge Rd - ORAD 307-0778



Long Term Stormwater Best Management Practices
Operation and Maintenance Plan

for the
Residential Development
of

276 Rowley Bridge Road
Topsfield, Massachusetts

June 13, 2023

The following operation and maintenance plan has been provided associated with development of the site and associated infrastructure. The success of the Stormwater Management Plan depends on the proper implementation, operation and maintenance of several management components. The following procedures shall be implemented to ensure success of the Stormwater Management Plan:

1. The contractor shall comply with the details of construction of the site as shown on the approved plans.
2. The drainage systems shall be inspected and maintained as indicated below.
3. Effective erosion control measures during and after construction shall be maintained until a stabilized finished surface is established on all altered areas.

Basic Information

Stormwater Management System Owner:

Northeast Arc
1 Southside Road
Danvers, MA 01923
P: (855) 696-3272

Topsfield Department of Public Works:

279 Boston Street
Topsfield, MA 01983
P: (978) 887-1517

Topsfield Planning Board:

Topsfield Town Offices
8 West Common Street
Topsfield, MA 01983
P: (978) 887-1504

Erosion and Sedimentation Controls during Construction:

The site and drainage construction contractor shall be responsible for maintaining the stormwater system during construction. Routine maintenance of all items shall be performed to ensure adequate runoff and pollution control during construction.

Proposed erosion controls will be placed as shown on the Site Plan prior to the commencement of any clearing, grubbing, and earth removal or construction activity. The integrity of the erosion control barrier will be maintained by periodic inspection and replacement as necessary. The erosion control barrier will remain in place until the first course of pavement has been placed and all side slopes have been loamed and seeded and vegetation has been established.

General Conditions

1. The developer shall be responsible for scheduling regular inspections and maintenance of the stormwater BMP's. The BMP maintenance shall be conducted as detailed in the following long-term pollution prevention plan and illustrated on the approved design plans:

"Sanitary Disposal System Design Plan in Topsfield, Massachusetts, 276 Rowley Bridge Road (Assessor's Map 83, Parcel 5, Lot 8)", prepared by The Morin-Cameron Group, Inc. dated June 13, 2023 as revised
2. The owner shall:
 - a. Maintain an Operation and Maintenance Log for the last three years. The Log shall include all BMP inspections, repairs, replacement activities and disposal activities (disposal material and disposal location shall be included in the Log);
 - b. Make the log available to the Topsfield Department of Public Works and Planning Board upon request;
 - c. Allow members and agents of the Topsfield Department of Public Works and Planning Board to enter the premises and ensure that the Owner has complied with the Operation and Maintenance Plan requirements for each BMP.
3. A recommended inspection and maintenance schedule is outlined below based on statewide averages. This inspection and maintenance schedule shall be adhered to at a minimum for the first year of service of all BMP's referenced in this document. At the commencement of the first year of service, a more accurate inspection/maintenance schedule shall be determined based on the level of service for this site.
4. Inspections and maintenance activities for this residential development will generally be performed by the developer or future homeowner. If major repairs are required, then detailed cost estimates will be provided by local landscaping companies prior to commencement of work.

Long-Term Pollution Prevention Plan (LTPPP)

Vegetated Areas:

Immediately after construction, monitoring of the erosion control systems shall occur until establishment of natural vegetation. Afterwards, vegetated areas shall be maintained as such. Vegetation shall be replaced as necessary to ensure proper stabilization of the site.

Stone Infiltration Trenches:

The stone infiltration trench shall be checked regularly to ensure that the surface is free of debris such as leaves, sticks and trash. Remove and dispose of any debris. If surface ponding is visible, remove top course of crushed stone and accumulated sediment and replace with clean stone. Material removed from the basin shall be disposed of in accordance with all applicable local, state, and federal regulations. In the case that water remains in the infiltration facilities for greater than three (3) days after a storm event, an inspection is warranted and necessary maintenance or repairs should be addressed as necessary.

Cost: Consult with local landscaping companies for associated costs if necessary.

Subsurface Infiltration Chambers:

The subsurface infiltration chambers shall be checked for debris accumulation twice per year. Each system is equipped with an inspection port. Additional inspections should be scheduled during the first few months to make sure that the facility is functioning as intended. Trash, leaves, branches, etc. shall be removed from facility. Silt, sand and sediment, if significant accumulation occurs, shall be removed annually. Material removed from the system shall be disposed of in accordance with all applicable local, state, and federal regulations. In the case that water remains in the infiltration facilities for greater than three (3) days after a storm event an inspection is warranted, and necessary maintenance or repairs should be addressed as necessary.

Cost: Consult with local landscaping companies for associated costs if necessary.

Public Safety Concerns: The inspection port covers shall not be left open and unattended at any time during inspection, cleaning or otherwise. Broken covers or frames shall be replaced immediately. At no time shall any person enter the subsurface structure unless measures have been taken to ensure safe access in accordance with OSHA enclosed space regulations.

Debris & Litter:

All debris and litter shall be removed from the driveway/parking areas as necessary to prevent migration into the drainage system.

Pesticides, Herbicides, and Fertilizers:

Pesticides and herbicides shall be used sparingly. Fertilizers shall be restricted to the use of organic fertilizers only. All fertilizers, herbicides, pesticides, sand and salt for deicing and the like shall be stored in dry area that is protected from weather.

Prevention of Illicit Discharges:

Illicit discharges to the stormwater management system are not allowed. Illicit discharges are discharges that are not comprised entirely of stormwater. Pursuant to Mass DEP Stormwater Standards the following activities or facilities are not considered illicit discharges: firefighting, water line flushing, landscape irrigation, uncontaminated groundwater, potable water sources, foundation drains, air conditioning condensation, footing drains, individual resident car washing, flows from riparian habitats and wetlands, De-chlorinated water from swimming pools, water used for street washing and water used to clean residential building without detergents.

To prevent illicit discharges to the stormwater management system the following policies should be implemented:

1. Good Housekeeping Practices
 - The site shall be kept clean of litter and debris and continuously maintained in accordance with the Long-Term Pollution Prevention Plan as noted above. All chemicals shall be covered and stored in secured location. Any land disturbances that change drainage characteristics shall be remedied to pre-disturbance characteristics (i.e. shoulder rutting from vehicles, land disturbance from plowing, etc.) as soon as possible to ensure proper treatment of all stormwater runoff.
2. Provisions for Storing Materials and Waste Products Inside or Under Cover
 - All chemicals and chemical waste products shall be stored inside or in a secured covered location to prevent potential discharge. Any major spills shall be reported to municipal officials and a remediation plan shall be implemented immediately.
3. Vehicle Maintenance
 - Any vehicle maintenance shall be done with care to prevent discharge of illicit fluids. If fluids are accidentally spilled, immediate action shall be implemented to clean and remove the fluid to prevent discharge into the stormwater management system and/or infiltrating into the groundwater.
4. Pet Waste Management Provisions
 - Pet waste shall be picked up and disposed of in an appropriate individual waste refuse area.
5. Spill Prevention and Response Plans
 - If a major spill of an illicit substance occurs, town officials (including but not limited to the Fire Department and Police Department) shall be notified immediately. A response plan shall then be implemented immediately to prevent any illicit discharges from entering the stormwater management system and ultimately surface waters of the Commonwealth.
6. Solid waste
 - All domestic solid waste shall be disposed of in accordance with all applicable local, state and federal regulations. Waste shall be placed into covered dumpsters and/or covered waste bins to prevent water intrusion and potentially contaminated runoff. No household chemicals, hazardous materials, construction debris or non-household generated refuse shall be disposed of in the on-site waste disposal containers.