

# Hopkinton Wetlands Regulations

## CHECKLIST FOR COMPLETENES OF ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION

In order to facilitate review of the proposal, please verify the following items are included as part of the Abbreviated Notice of Resource Area Delineation (ANORAD). Once the *complete* ANORAD has been received by the Hopkinton Conservation Commission (HCC) a public hearing will be scheduled within 21 days of receipt.

### ANORAD requirements under 310CMR 10 (DEP requirements):

- 1. Two completed copies of WPA Form 4A (ANORAD).
- 2. Two copies of plans, supporting calculations, and other documentation necessary to *completely\** describe the proposed work and mitigation measures (see \* noted below).
- 3. Two copies of an 8 1/2" by 11 " section of the USGS quadrangle map of the area, marked to identify where the proposed work will be located.
- 4. The appropriate filing fee and two completed copies of WPA Appendix A (Fee Form).
- 5. Evidence that all abutters within 100 feet of the property or 1,000 feet of the work have been notified.

*\* A determination that plans and other documentation are "complete" for the purposes of accepting an ANORAD does not necessarily mean that enough information has been provided to let the HCC adequately evaluate the filing.*

### ANORAD Requirements under Town Bylaw:

#### Applications:

- 1. Three complete paper copies of the permit application (WPA Form 4A) and supporting documents, with up to four additional paper copies to be provided at the request of the Conservation Administrator.
- 2. One electronic copy of the application and supporting documents in PDF or Word Format on compact disc or sent via e-mail.
- 3. Three copies of Wetland Data Sheets.
- 4. Evidence that all abutters within 300 feet of the property have been notified.
- 5. The appropriate filing fee and a completed Hopkinton Bylaw Fee Calculation Worksheet.

#### Plans:

- 1. Three paper copies of the complete plan(s), with up to four additional paper copies to be provided at the request of the Conservation Administrator.
- 2. One paper copy and PDF file of the plan(s), reduced to fit an 11 x 17 inch format.
- 3. One copy of the plan(s) in digital format, capable of conversion to a DXF file, on compact disc, and referenced to the Massachusetts State Plane NAD83 format (for all subdivisions and non-residential project filings).
- 4. Plans shall show the location of consecutively numbered flags denoting the wetland resources.
- 5. One copy of the coordinates for all wetland resource flags, in an Excel Spreadsheet format, referenced to the Massachusetts State Plane NAD83 format.
- 6. Plans shall be highlighted with transparent marker pen as follows:
  - 1. **Green:** the edge of the Bordering Vegetated Wetlands;
  - 2. **Blue:** bank, for perennial rivers or streams;
  - 3. **Dotted Green:** the edge of the Inner Riparian Zone;
  - 4. **Yellow:** the limit of the buffer zone;
  - 5. **Dotted Yellow:** the edge of the Outer Riparian Zone;
  - 6. **Red:** all culverts and discharges;
  - 7. **Purple:** the edge of isolated wetlands;
  - 8. **Orange:** intermittent streams;
  - 9. **Pink:** the edge of other wetlands;
  - 10. **Dotted Red:** 100 year flood elevation.
- 7. Elevation contours shall be shown in two-foot contours unless the slopes are very steep. Slopes greater than 25% shall be shown in five-foot contours.
- 8. Plan scale shall be no less than 1" = 100'.
- 9. Assessor's map, block and lot number for all delineated parcels shall be shown on the plans.
- 10. Plans shall be stamped and signed by a Professional Engineer or Professional Land Surveyor registered in the Commonwealth of Massachusetts.

*The HCC may, at its discretion, choose to waive certain of the above items. However, the HCC reserves the right to require additional information during the course of the public hearing if necessary to reach a decision on the proposal. Applicants who wish further guidance prior to submitting a project should contact the Conservation Administrator.*