

November 3, 2016

Conservation Commission
7A Spofford Road
Boxford, MA 01921

Re: 81A Stiles Pond Road
Owner/Applicant: Gilbert Sullivan

Dear Commission Members:

Please find enclosed a Notice of Intent application for the above referenced property. Work proposed within the 100 foot buffer zone from bordering and isolated wetlands, within 100 feet of the Zone A FEMA Flood Line and within 100 feet of Stiles Pond includes the construction of an addition, second story deck (above existing patio), construction of portions of a paved driveway, paver patio, proposed covered stairs and walkway, portion of proposed detached garage, construction of retaining walls, proposed boulder slope and associated grading, construction of an infiltration trench, installation of a proposed guardrail, installation of a portion of a water service and associated grading. The project within the 100 foot buffer zones also includes the removal of 4 trees (that pose a threat to the existing structure) located outside the proposed limit of work; the stumps for these 4 trees will remain.

The project complies with the Discretionary Cutting Area requirements of the Boxford Wetland Protection Regulations with a proposed discretionary cutting area to be altered of 14% of the overstory located within the existing discretionary cutting area. All efforts have been made to comply with the Minimum Setback Distance Chart found in the Boxford Wetland Regulations. Based on the location of the existing structure and the steep slopes it is not possible to comply with all required setbacks. Below is a summary of the reliefs requested:

1. The proposed addition is 71 feet from the edge of wetlands/edge of Stiles Pond and 66 feet from the Zone A FEMA Flood Line. A setback of 100 feet from Stiles Pond and 75 feet from the wetlands/FEMA Zone A is required.
2. The proposed covered stairs/walkway is located 72 feet to the edge of wetlands/edge of Stiles Pond and 72 feet from the Zone A FEMA Flood Line. A setback of 100 feet from Stiles Pond and 75 feet from the wetlands/FEMA Zone A is required.
3. The proposed second story deck, located over the existing concrete patio, is 12 feet from the FEMA Zone A Flood Plain and 22 feet from the edge of wetlands/edge of Stiles Pond. A setback of 100 feet from Stiles Pond and 75 feet from the wetlands/FEMA Zone A is required.

4. The proposed driveway is located 79 feet from Stiles Pond. A setback of 100 feet from Stiles Pond is required.
5. Proposed retaining walls are located 74 feet from Stiles Pond. A setback of 100 feet from Stiles Pond is required.
6. Proposed grading/boulder slope is located 74 feet from Stiles Pond. A setback of 100 feet from Stiles Pond is required.

The Boxford Wetlands Protection Regulations allows the Commission to consider approving work within the minimum setback table distances if the following conditions have been met:

- Conversion of lawn or other significantly altered land to a structure requiring a building permit when said structure is accessory to an existing single-family dwelling legally in existence as of May 19, 1994. The applicant must provide evidence that the work proposed within the buffer zone, closer than the tabulated minimum setback distances, will not result in the alteration of any wetlands resource area.

This lot was created in 1947 and the existing dwelling was built in 1948. It is assumed that the existing driveway, porches and patios associated with the dwelling were built around the same time as the dwelling. Because of the location of the existing dwelling the minimum setbacks cannot be met for the proposed addition, proposed covered stairs/walkway and proposed second story deck. The second story deck is being proposed over an existing concrete patio so there is no change in impervious coverage so there should be no impact on the wetland resource areas or the pond. The proposed addition is located within an area that is currently maintained; the proposed addition is 368 sf in size. This minimal increase in impervious coverage should have no effect on the wetland resource areas or the pond. The proposed covered stairs/walkway is located within a previously developed area with a roof area of approximately 256 sf. A portion of this structure is located over an existing patio. The slight increase in runoff from this structure should not have any impacts on the wetland resource areas or the ponds. The proposed detached garage meets the minimum required setbacks, however, the proposed paved driveway with associated grading and retaining walls does not. Based on the existing topography, the proposed driveway needs to be relocated from where the existing driveway is in order to provide a safer means of access to the dwelling. The existing gravel driveway requires extensive maintenance every year as it erodes quickly because of the steep slope (in excess of 15%). In the winter months you cannot park down at the existing dwelling; you must park up top near the existing detached garage and walk down to the dwelling. This could be an issue if there is a need for emergency services at the dwelling during the winter months. The proposed paved driveway, with a maximum slope of 11%, will provide safer access to the existing dwelling which will also allow emergency access during the winter months. The paved driveway will create a stable condition that will require no maintenance. An infiltration trench is proposed to mitigate the increase runoff from the proposed driveway.

We believe that the project, as proposed, will not result in any adverse impacts to the wetland resource areas or the pond. We look forward to meeting with the Commission to discuss the proposed project.

If you should have any questions prior to the meeting please do not hesitate to contact our office.

Sincerely,

THE MORIN-CAMERON GROUP, INC.

A handwritten signature in blue ink that reads "John M. Morin". The signature is written in a cursive, flowing style.

John M. Morin, PE
Principal

JMM/kmm

Enclosures

cc: Gilbert Sullivan



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 &
Under the Town of Boxford Wetland Protection Bylaw

MassDEP File Number

Document Transaction Number

Boxford

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):

81A Stiles Pond Road
 a. Street Address

Boxford
 b. City/Town

01921
 c. Zip Code

Latitude and Longitude:

d. Latitude

e. Longitude

Map 18, Block 1
 f. Assessors Map/Plat Number

Lot 4
 g. Parcel /Lot Number

2. Applicant:

Gilbert
 a. First Name

Sullivan
 b. Last Name

c/o The Morin-Cameron Group, Inc.
 c. Organization

66 Elm Street
 d. Street Address

Danvers
 e. City/Town

MA
 f. State

01923
 g. Zip Code

978-777-8586
 h. Phone Number

978-774-3488
 i. Fax Number

john@morincameron.com
 j. Email Address

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

a. First Name

b. Last Name

c. Organization

d. Street Address

e. City/Town

f. State

g. Zip Code

h. Phone Number

i. Fax Number

j. Email address

4. Representative (if any):

John
 a. First Name

Morin
 b. Last Name

The Morin-Cameron Group, Inc.
 c. Company

66 Elm Street
 d. Street Address

Danvers
 e. City/Town

MA
 f. State

01923
 g. Zip Code

978-777-8586
 h. Phone Number

978-774-3488
 i. Fax Number

john@morincameron.com
 j. Email address

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

\$460.00
 a. Total Fee Paid

\$42.50
 b. State Fee Paid

\$417.50
 c. City/Town Fee Paid



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A. General Information (continued)

6. General Project Description:

See attached sheet.

7a. Project Type Checklist: (Limited Project Types see Section A. 7b.)

- 1. Single Family Home
- 2. Residential Subdivision
- 3. Commercial/Industrial
- 4. Dock/Pier
- 5. Utilities
- 6. Coastal engineering Structure
- 7. Agriculture (e.g., cranberries, forestry)
- 8. Transportation
- 9. 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:

Essex South

a. County

34206

c. Book

b. Certificate # (if registered land)

86

d. Page Number

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

- 1. 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.
- 2. 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.

Work proposed within the 100 foot buffer zone from bordering and isolated wetlands, within 100 feet of the Zone A FEMA Flood Line and within 100 feet of Stiles Pond includes the construction of an addition, second story deck (above existing patio), construction of portions of a paved driveway, paver patio, proposed covered stairs and walkway, portion of proposed detached garage, construction of retaining walls, proposed boulder slope and associated grading, construction of an infiltration trench, installation of a proposed guardrail, installation of a portion of a water service and associated grading. The project within the 100 foot buffer zones also includes the removal of 4 trees located outside the proposed limit of work; the stumps for these 4 trees will remain. These trees pose a threat to the existing structure and that is the reason why they are proposed to be removed.



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection - Wetlands

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Provided by MassDEP:

MassDEP File Number _____

Document Transaction Number _____

Boxford _____

City/Town _____

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 _____	2. square feet _____
	3. cubic yards dredged _____	

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

Table with 3 columns: Resource Area, Size of Proposed Alteration, Proposed Replacement (if any). Rows include Designated Port Areas, Land Under the Ocean, Barrier Beach, Coastal Beaches, Coastal Dunes.

Table with 3 columns: Resource Area, Size of Proposed Alteration, Proposed Replacement (if any). Rows include Coastal Banks, Rocky Intertidal Shores, Salt Marshes, Land Under Salt Ponds, Land Containing Shellfish, Fish Runs, Land Subject to Coastal Storm Flowage.

4. 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.

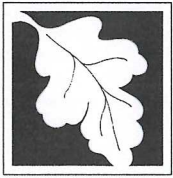
a. square feet of BVW

b. square feet of Salt Marsh

5. 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 Notice of Intent – Required Actions (310 CMR 10.11).

Streamlined Massachusetts Endangered Species Act/Wetlands Protection Act Review

- 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**

2016

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*

- Percentage/acreage of property to be altered:

(a) within wetland Resource Area

percentage/acreage

(b) outside Resource Area

percentage/acreage

- Assessor's Map or right-of-way plan of site

- 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 <http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/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 http://www.mass.gov/dfwele/dfw/nhesp/regulatory_review/ mesa/ mesa_fee_schedule.htm). 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, http://www.mass.gov/dfwele/dfw/nhesp/regulatory_review/ mesa/ mesa_exemptions.htm; 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:

Division of Marine Fisheries -
Southeast Marine Fisheries Station
Attn: Environmental Reviewer
1213 Purchase Street – 3rd Floor
New Bedford, MA 02740-6694
Email: DMF.EnvReview-South@state.ma.us

North Shore - Hull to New Hampshire border:

Division of Marine Fisheries -
North Shore Office
Attn: Environmental Reviewer
30 Emerson Avenue
Gloucester, MA 01930
Email: DMF.EnvReview-North@state.ma.us

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.



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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:
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.

Site Plan of Land in Boxford, MA, 81A Stiles Pond Road prepared for Gilbert Sullivan

a. Plan Title

The Morin-Cameron Group, Inc.

John M. Morin, PE

b. Prepared By

c. Signed and Stamped by

October 31, 2016

1" = 20'

d. Final Revision Date

e. Scale

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.

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:

60583

2. Municipal Check Number

November 2, 2016

3. Check date

60585

4. State Check Number

November 2, 2016

5. Check date

The Morin-Cameron Group, Inc.

6. Payor name on check: First Name

7. Payor name on check: Last Name

The Morin-Cameron Group, Inc.

66 Elm Street
Danvers, MA 01923
978-777-8586



America's Most Convenient Bank®
53-7054-2113

CHECK DATE
11/2/16

PAY Four hundred seventeen & -----50/100 dollars

TO Town of Boxford AMOUNT \$417.50

Kathleen M. Molina
AUTHORIZED SIGNATURE

Location: 81A Stiles Pond Road, Boxford
The Morin-Cameron Group, Inc.

66 Elm Street
Danvers, MA 01923
978-777-8586



America's Most Convenient Bank®
53-7054-2113

CHECK DATE
11/2/16

PAY Forty-two & -----50/100 dollars

TO Commonwealth of Massachusetts AMOUNT \$42.50

Kathleen M. Molina
AUTHORIZED SIGNATURE



WPA Form 3 – Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40 &
Under the Town of Boxford Wetland Protection Bylaw

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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.

Kathleen Molina (as authorized)

1. Signature of Applicant

Nov. 3, 2016

2. Date

3. Signature of Property Owner (if different)

Kathleen Molina

4. Date

Nov. 3, 2016

5. Signature of Representative (if any)

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: 81A Stiles Pond Road, Boxford

I, Gil Sullivan, authorize The Morin-Cameron Group to sign any and all applications to the Town of Boxford on my behalf regarding the above-referenced property.

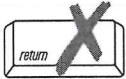
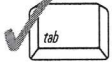
Gilbert Sullivan
Gil Sullivan

10/28/15
Date



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:

81A Stiles Pond Road Boxford
 a. Street Address b. City/Town
 60585 \$42.50
 c. Check number d. Fee amount

2. Applicant Mailing Address:

Gilbert Sullivan
 a. First Name b. Last Name
 c/o The Morin-Cameron Group, Inc.
 c. Organization
 66 Elm Street
 d. Mailing Address
 Danvers MA 01923
 e. City/Town f. State g. Zip Code
 978-777-8586 978-774-3488 john@morincameron.com
 h. Phone Number i. Fax Number j. Email Address

3. Property Owner (if different):

 a. First Name b. Last Name

 c. Organization

 d. Mailing Address

 e. City/Town f. State g. Zip Code

 h. Phone Number i. Fax Number j. Email Address

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.

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



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 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 1.A.	1	\$110.00	\$110.00
Town fee: Addition/alteration	1	\$200.00	\$200.00
Boundary verification	1	\$150.00	\$150.00
(A1-A6, B1-B11) = 350-100 = 250			

Step 5/Total Project Fee: \$460.00

Step 6/Fee Payments:

Total Project Fee:	\$460.00
State share of filing Fee:	\$42.50
City/Town share of filling Fee:	\$417.50
	a. Total Fee from Step 5
	b. 1/2 Total Fee less \$12.50
	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.)

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, Kathleen Molina of The Morin-Cameron Group, Inc., hereby certify under the pains and penalties of perjury that on **November 3, 2016** 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 **Gilbert Sullivan** with the Town of **Boxford** Conservation Commission on **November 3, 2016** for property located at **81A Stiles Pond Road (Assessors Map 18, Block 1, Lot 4)**.

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.

Kathleen M. Molina

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

November 3, 2016

Date

**Notification to Abutters Under the
Massachusetts Wetland Protection Act**

In accordance with the second paragraph of Massachusetts General Laws, Chapter 131, Section 40, you are hereby notified of the following:

- A. The name of the applicant is: **Gilbert Sullivan**
- B. The applicant has filed a **Notice of Intent** with the Conservation Commission for the municipality of **Boxford** seeking permission to remove, fill, dredge or alter an Area Subject to Protection under the Wetlands Protection Act (General Laws Chapter 131, Section 40).
- C. The address of the lot where the activity is proposed: **81A Stiles Pond Road**
- D. Copies of the Application may be examined & obtained at the **Conservation Office, 7A Spofford Road** between the hours of **8:30am** and **2pm** on the following days of the week **Monday-Thursday**. For more information call: **978-887-6000**
- E. Information regarding the date, time and place of the public hearing may be obtained from the **Conservation Office** by calling this number: **978-887-6000** between the hours of **8:30am** and **2pm** on the following days of the week: **Monday-Thursday**.

NOTE: Notice of the public hearing, including its date, time and place, will be published at least five (5) days in advance in the **Tri-Town Transcript**.

NOTE: Notice of the public hearing, including its date, time and place will be posted in the City or Town Hall not less than forty-eight (48) hours in advance.

NOTE: You also may contact your local Conservation Commission or the nearest Department of Environmental Protection Regional Office for more information about this application or the Wetlands Protection Act.

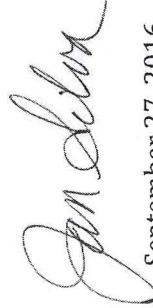
To contact MassDEP Northeast Region call: 978-694-3200

TOWN OF BOXFORD
 ABUTTER LIST

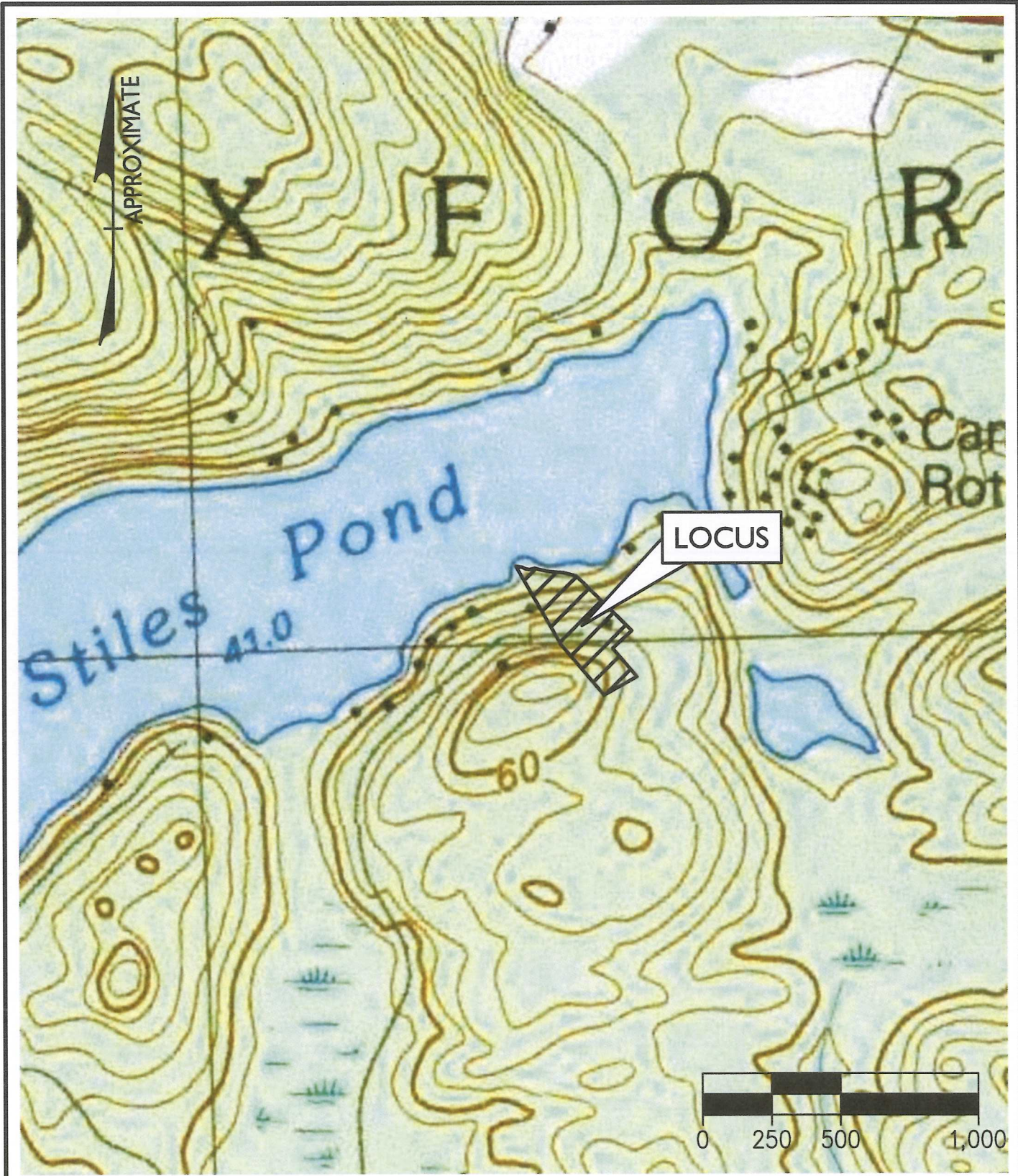
PARCEL #18-1-4 ~ 81A STILES POND RD ~ CONSERVATION COMMISSION 250'

Map/Lot	Location	Owner	Owner 2	Owner Address	Owner City/Town	Owner State	Zip Code
(18-01-10)	STILES POND RD	BUSBY SR PHILIP A	MARIE W BUSBY	9 POND LANE	ATKINSON	NH	03811
(18-01-08)	112 STILES POND RD	CUNNINGHAM JOSEPH		39 PLEASANT ST	STONEHAM	MA	02180
(18-01-02)	81B STILES POND RD SOUTH	DOTY DOUGLAS P	SANDRA J DOTY	6 ELM ST	N READING	MA	01864
(18-01-06)	118 STILES POND SOUTH	ESTATE OF PATRICIA A STICKNEY	STICKNEY STEPHEN A	118 STILES POND SOUTH	BOXFORD	MA	01921
(18-01-09)	111 STILES POND RD	FIELDS DIANNE E		6 SHAWNEE CIRCLE	ANDOVER	MA	01810
(18-01-06.A)	116 STILES POND RD	KAGAN J P TR	W & B KAGAN FAM TR	P O BOX 408	W BOXFORD	MA	01885
(18-01-07)	114 STILES POND RD MIDDLE	KREINER ANITA P	KREINER DANIEL	114 STILES POND RD	BOXFORD	MA	01921
(18-01-03)	114 STILES POND RD	KREINER DANIEL	KREINER ANITA P	114 STILES POND RD	BOXFORD	MA	01921
(18-01-01)	81C STILES POND RD SOUTH	MUTO VICTOR L	CHRISTINE R MUTO	P O BOX 511	W BOXFORD	MA	01885
(18-01-04)	81A STILES POND RD	SULLIVAN GILBERT J	SULLIVAN SHIRLEY	81A STILES POND RD	BOXFORD	MA	01921

CERTIFIED COPY



September 27, 2016



THE MORIN-CAMERON GROUP, INC.

66 ELM STREET, DANVERS, MA 01923

P | 978.777.8586 F | 978.774.3488

WWW.MORINCAMERON.COM

USGS MAP
81A STILES POND RD
IN
BOXFORD, MA

DATE: OCTOBER 31, 2016

SCALE: 1" = 500'

FIGURE #1