



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection - Wetlands

**WPA Form 3 – Notice of Intent**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File Number

Document Transaction Number

Ashland

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):

12 Oak Tree Lane	Ashland	01721
a. Street Address	b. City/Town	c. Zip Code
Latitude and Longitude:	42.25126	-71.45826
20.0	d. Latitude	e. Longitude
f. Assessors Map/Plat Number	250.0	g. Parcel /Lot Number

2. Applicant:

Steve	Dillon	
a. First Name	b. Last Name	
Estate of Margaret O'Coin		
c. Organization		
12 Oak Tree Lane		
d. Street Address		
Ashland	MA	01721
e. City/Town	f. State	g. Zip Code
508-753-2062	j. Email Address	
h. Phone Number	i. Fax Number	

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):

Karon	Skinner Catrone	
a. First Name	b. Last Name	
c. Company		
63 Gilbert Drive		
d. Street Address		
Stoughton	MA	02072
e. City/Town	f. State	g. Zip Code
508-533-1644	karon.skinner@ymail.com	
h. Phone Number	i. Fax Number	j. Email address

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

\$110.00	\$42.50	\$67.50
a. Total Fee Paid	b. State Fee Paid	c. City/Town Fee Paid



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**A. General Information (continued)**

6. General Project Description:

The applicant is proposing the construction of a sewage disposal facility only. See plan for construction notes.

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 CMR 10.24(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:

Middlesex

a. County

13626

c. Book

b. Certificate # (if registered land)

0433

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.

<u>Resource Area</u>	<u>Size of Proposed Alteration</u>	<u>Proposed Replacement (if any)</u>
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 _____	

<u>Resource Area</u>	<u>Size of Proposed Alteration</u>	<u>Proposed Replacement (if any)</u>
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.  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](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

2021-Massmapper

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 <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](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](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  
836 South Rodney French Blvd.  
New Bedford, MA 02744  
Email: [DMF.EnvReview-South@state.ma.us](mailto: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](mailto: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.
- 2021 Massmapper  
 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.

SEPTIC SYSTEM CONSTRUCTION 12 OAK TREE LANE ASHLAND, MASSACHUSETTS

a. Plan Title

CIVILized Solutions

Eric Dickinson, RS

b. Prepared By

c. Signed and Stamped by

1/29/25

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:

1140

2/21/25

2. Municipal Check Number

3. Check date

1139

2/21/25

4. State Check Number

5. Check date

Karon

Skinner Catrone

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.

	2/21/25
1. Signature of Applicant	2. Date
	4. Date
3. Signature of Property Owner (if different)	2/21/25
	6. Date
5. Signature of Representative (if any)	

### 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.



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**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
1a	1	\$110.00	\$110.00

**Step 5/Total Project Fee:** \_\_\_\_\_

**Step 6/Fee Payments:**

Total Project Fee:	\$110.00
State share of filing Fee:	a. Total Fee from Step 5 \$42.50
City/Town share of filing Fee:	b. 1/2 Total Fee less \$12.50 \$67.50
	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.)



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**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:

12 Oak Tree Lane	Ashland
a. Street Address	b. City/Town
1139	\$42.50
c. Check number	d. Fee amount

2. Applicant Mailing Address:

Steve	Dillon	
a. First Name	b. Last Name	
Estate of Margaret O'Coin		
c. Organization		
12 Oak Tree Lane		
d. Mailing Address		
Ashland	MA	01721
e. City/Town	f. State	g. Zip Code
508-753-2062		
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).

## PROJECT NARRATIVE

### Wetland Delineation

The wetland resource area was delineated by Karon Skinner Catrone in August, 2024. The Bordering Vegetated Wetland (BVW) was delineated in the rear and on the right side of the lot in accordance with the definition set forth in the regulations at 310 CMR 10.00 and the Ashland Wetland Protection Bylaw. The methodology used to make the determination that Bordering Vegetated Wetland is present is that 50% or more of the vegetational community consists of wetland indicator plants and saturated or inundated soils as shown on the attached DEP Data Forms.

### Findings

Plant species observed in the area of flag 4A include: mostly Red Maple/Acer rubrum, Ground ivy/Glechoma hederacea, Buckthorn/Rhamnus frangula, Cinnamon fern/Osmunda cinnamomea and Grass/Echinochloa crusgalli.

Evidence of wetland hydrology including hydric soils, high groundwater and saturated soils were found within the delineated Bordering Vegetated Wetland. A 100-foot jurisdictional buffer zone exists from the wetland line through most of the property. There is no Riverfront Area, 100-Year Flood Plain or Natural Heritage and Endangered Species issues associated with this project.

### Proposed Project

The project is located at 12 Oak Tree Lane, Ashland. The site currently consists of a single-family home. The applicant is proposing the replacement of the failing septic system only. The grade of the property is flat in the area of the proposed work. There will be no tree removal necessary for this project.

### Conclusion

The project consists of work only in the buffer zone. The applicant will keep all impervious surfaces clean during the installation. Erosion control consisting of a straw wattle and silt fence will be installed. All work will cause only a temporary disturbance. Upon completion of the project the area will be loamed and seeded or covered with straw to stabilize the area if weather does not allow planting. The installer will be instructed of the importance of the resource area and informed there must be no disturbance beyond the limit of work. One entrance and exit will be used to minimize impact.



# Town of Ashland

## MASSACHUSETTS

### CONSERVATION COMMISSION

#### Applicant Checklist for NOI/ANRAD/ANOI

This checklist is meant as guide when preparing a permit application during the State of Emergency, which was declared on March 12, 2020. This process shall remain in effect during the State of Emergency and will terminate when the State of Emergency is lifted. Note that submittal dates remain in effect.

1.  **Application**- submit 2 paper copies and 1 digital copy of all materials, and 1 Stormwater Management Checklist, if applicable. No spiral bindings!
2.  **Narrative**- 1 copy of a written narrative explaining existing conditions, proposed conditions, wetland resource areas on site (protected under the Act (310 CMR 10.02 (1) and the Bylaw (chapter 280)), the 100 foot Buffer Zone, the 25' No Disturb Zone and vernal pools
3.  **Locus Map**- 1 copy
4.  **Site Plans**- (folded) 1 large copy, and 1 (one) 11"x17" copy, if all details can be read.  
Plans must show the following:
  - a.  Existing Conditions
  - b.  Proposed Conditions
  - c.  Erosion Control Barrier- where it will be installed and a detail of the barrier to be used (note, no hay bales!)
  - d.  All wetland resource areas (see item 2 above)
  - e.  Endangered Species Habitat *N/A*
5.  **Application Fees**
  - a.  Wetland Fee Transmittal Form – 1 Copy
  - b.  One check to the Commonwealth: 1 copy, see 310 CMR 10.03 (7)(c) to determine the category. Once the category is confirmed, see 310 CMR 4.10 (8) (n)4. for the fee amount.
  - c.  One check to the Town of Ashland for the town share of the fee under the Wetlands Protection Act. 2 copies
  - d.  A second check to the Town of Ashland for the bylaw fee: 2 Copies (c. 348-2)
6.  **Make an extra copy of everything from 1-5 and Submit your Application:**
  - a.  State: Electronically submit the application, locus map, narrative and site plans to DEP using [eDEP](#).

- b.  **State Fee:** Submit the state check, transmittal fee form, and photocopy of the town checks to Dept. of Environmental Protection, PO. Box. 4062, Boston, MA. 02211
  - c.  **Conservation Commission:** 101 Main Street, Ashland MA. 01721.c All documents listed above, as well as a pdf as indicated below, and to [conservation@ashlandmass.com](mailto:conservation@ashlandmass.com).
- 7.  For items 1-5, provide a pdf of everything, and CAD Files georeferenced to State Plane NAD 83 ft., if applicable, and send it to [conservation@ashlandmass.com](mailto:conservation@ashlandmass.com)
- 8.  **Receive hearing date and time information** from the Conservation Agent, and receive a date and time for a **pre-hearing site visit**.
- 9.  **Legal Notice.** The Conservation Commission posts the legal notice. The applicant will get billed by Gatehouse Media.
- 10.  **Notify Abutters** within 7 business days (no weekends or holidays).
  - a.  Obtain a Certified List of Abutters from the Assessor's Office
  - b.  Notify abutters (certified mailing or hand delivery only) of the hearing date and time using the Commission's template and fill out an Affidavit of Service.
  - c.  Mail the proof of Mailing to the Ashland Town Hall, at 101 Main Street. Note that it must be received before the scheduled meeting date. You can drop it off in the grey box located on the side of Town Hall.
- 11.  Attend the Zoom Meeting.

## Town of Ashland Conservation Commission

# LOCAL FILING FEE CALCULATION WORKSHEET

### 1. NOTICE OF INTENT (NOI)

<b>C1: Work on Existing Single Family Lot</b> This includes pools, additions, etc.	\$110.00	<u>\$110.00</u>
<b>C2: Construction of Single Family House, Crossings for Driveways, etc.</b>	\$500.00	_____
<b>C3: Commercial Building, Road Construction, etc.</b>	\$1050.00	_____
<b>C4: Crossings for Development or Commercial Road, Bridge, etc.</b>	\$1450.00	_____
<b>C5: Work on Docks, Piers, Dikes, or other Engineering Structures in inland resource areas</b>	_____	* \$4 = _____ <small>Linear Feet</small>
<b>C6: Resource Area Delineation Review</b> Includes boundary delineations for vegetated wetlands as part of a permit application (ANRAD/ RDA with delineations/ NOI with delineations)	_____	* \$2 = _____ <small>Linear Feet</small>
*single family lots limited to \$200; \$2000 limit for all others		
<b>All NOIs add 50% of the fee for work in Riverfront Area</b>	_____	* \$0.5 = _____ <small>Above Fee</small>

### 2. STORMWATER MANAGEMENT PERMIT

<b>Basic Residential Application</b>	\$100.00	_____
<b>Application for Residential Subdivision or Multifamily Development</b>	\$500.00	_____
<b>Commercial Application</b>	\$750.00	_____
<b>Notice of Completion for Non-Basic Residential</b>	\$150.00	_____
<b>Permit Extension</b>	\$150.00	_____



**Property Information**

Property Location: 12 OAK TREE LN

Class: R-RESIDENTIAL  
Use Code (LUC): 101-SINGLE FAMILY RESIDENCE  
District: MA014 - ASHLAND  
Deeded Acres: 1.2000  
Square Feet: 52,272

**Owner**

Owner: OCOIN MARGARET J  
Co-Owner:  
City: ASHLAND  
Address: 12 OAK TREE LN  
State: MA  
Zip Code: 01721  
Deed Book/Page: 13626/0433

**Sales**

Sale Date (D/M/Y): 16-01-1979  
Book/Page: 13626-433  
Sale Price: \$0  
Grantor: OCOIN MARGARET J  
Grantor: OCOIN MARGARET J  
Cert Doc #:

**Owner History**

Tax Year: 2025  
Owner: OCOIN MARGARET J

Co-Owner:  
Sale Care Of:  
State: MA  
City: ASHLAND  
Address: 12 OAK TREE LN  
Zip Code: 01721  
Deed Book/Page: 13626/0433

**Land**

Land Line #	Land Type	Land Code	Class	Square Feet	Acres Suppressed	Ch161B %	Infl %	Infl Reason	Infl 2 %	Infl 2 Reason	Base Rate	Chap Market Value	Assessed Value
1	S-SQUARE FOOT P-PRIMARY		101-SINGLE FAMILY RESIDENCE	30,000	.69	N					9	265,800	
2	A-ACREAGE	R-RESIDUAL	101-SINGLE FAMILY RESIDENCE	22,216	.51	N					8,703	7,637	
Total:												0 273,437	

Printed on Thursday, October 24, 2024, at 2:19:56 PM EST

**BORDERING VEGETATED WETLAND DETERMINATION FORM**

Project/Site: 12 Oak Tree Lane City/Town: Ashland Sampling Date: 10/11/24

Applicant/Owner: \_\_\_\_\_ Sampling Point or Zone: Flag 4A wet

Investigator(s): Karon Skinner Catrone Latitude / Longitude: 42.25126/-71.45825

Soil Map Unit Name: Situate/Freetown NWI or DEP Classification: \_\_\_\_\_

Are climatic/hydrologic conditions on the site typical for this time of year? Yes  No  (If no, explain in Remarks)

Are Vegetation , Soil , or Hydrology  significantly disturbed? (If yes, explain in Remarks)

Are Vegetation , Soil , or Hydrology  naturally problematic? (If yes, explain in Remarks)

**SUMMARY OF FINDINGS – Attach site map and photograph log showing sampling locations, transects, etc.**

Wetland vegetation criterion met?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Is the Sampled Area within a Wetland?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Hydric Soils criterion met?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>			
Wetlands hydrology present?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>			
Remarks, Photo Details, Flagging, etc.:					

**HYDROLOGY**

<b>Field Observations:</b>			
Surface Water Present?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Depth (inches) _____
Water Table Present?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Depth (inches) _____
Saturation Present (including capillary fringe)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Depth (inches) _____
<b>Wetland Hydrology Indicators</b>			
<b>Reliable Indicators of Wetlands Hydrology</b>	<b>Indicators that can be Reliable with Proper Interpretation</b>	<b>Indicators of the Influence of Water</b>	
<input type="checkbox"/> Water-stained leaves <input type="checkbox"/> Evidence of aquatic fauna <input type="checkbox"/> Iron deposits <input type="checkbox"/> Algal mats or crusts <input type="checkbox"/> Oxidized rhizospheres/pore linings <input type="checkbox"/> Thin muck surfaces <input type="checkbox"/> Plants with air-filled tissue (aerenchyma) <input type="checkbox"/> Plants with polymorphic leaves <input type="checkbox"/> Plants with floating leaves <input type="checkbox"/> Hydrogen sulfide odor	<input checked="" type="checkbox"/> Hydrological records <input type="checkbox"/> Free water in a soil test hole <input checked="" type="checkbox"/> Saturated soil <input type="checkbox"/> Water marks <input type="checkbox"/> Moss trim lines  <input type="checkbox"/> Presence of reduced iron <input type="checkbox"/> Woody plants with adventitious roots <input type="checkbox"/> Trees with shallow root systems <input type="checkbox"/> Woody plants with enlarged lenticels	<input checked="" type="checkbox"/> Direct observation of inundation <input type="checkbox"/> Drainage patterns <input type="checkbox"/> Drift lines <input type="checkbox"/> Scoured areas <input type="checkbox"/> Sediment deposits  <input type="checkbox"/> Surface soil cracks <input type="checkbox"/> Sparsely vegetated concave surface <input type="checkbox"/> Microtopographic relief <input type="checkbox"/> Geographic position (depression, toe of slope, fringing lowland)	
Remarks (describe recorded data from stream gauge, monitoring well, aerial photos, previous inspections, if available):			

This form is only for BVW delineations. Other wetland resource areas may be present and should be delineated according to the applicable regulatory provisions.

**VEGETATION** – Use both common and scientific names of plants.

<u>Tree Stratum</u>		Plot size _____					
		Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)		
Common name		Scientific name					
1.	Red Maple	Acer rubrum	FAC	20.5	Yes	Yes	
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
				<b>20.5</b>	= Total Cover		
<u>Shrub/Sapling Stratum</u>		Plot size _____					
		Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)		
Common name		Scientific name					
1.	Buckthorn	Rhamnus frangula	FAC	20.5	Yes	Yes	
2.	Ash	Afraxinus pennsylvanica	FACW	10.5	Yes	Yes	
3.							
4.							
5.							
6.							
7.							
8.							
9.							
				<b>31.0</b>	= Total Cover		
<u>Herb Stratum</u>		Plot size _____					
		Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)		
Common name		Scientific name					
1.	Cinnamon fern	Osmunda cinnamomea	FACW	20.5	Yes	Yes	
2.	Buckthorn	Rhamnus frangula	FAC	10.5	Yes	Yes	
3.	Poison ivy	Toxicodendron radicans	FAC	10.5	Yes	No	
4.	Raspberry	Rubus strigosus		10.5	No	No	
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
				<b>52.0</b>	= Total Cover		

**VEGETATION – continued.**

<u>Woody Vine Stratum</u>		Plot size _____			
			Indicator Status	Absolute % Cover	Dominant? (yes/no)
Common name	Scientific name				Wetland Indicator? (yes/no)
1.					
2.					
3.					
4.					
			0.0 = Total Cover		

<b>Rapid Test:</b> Do all dominant species have an indicator status of OBL or FACW?			Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Dominance Test:</b>	Number of dominant species	Number of dominant species that are wetland indicator plants	Do wetland indicator plants make up ≥ 50% of dominant plant species?	
	5	5	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Prevalence Index:</b>		Total % Cover (all strata)	Multiply by:	Result
	OBL species		X 1	=0.00
	FACW species	2	X 2	=4.00
	FAC species	4	X 3	=12.00
	FACU species		X 4	=0.00
	UPL species		X 5	=0.00
	Column Totals	(A) 6		(B) 16
	Prevalence Index	B/A = <b>2.67</b>		Is the Prevalence Index ≤ 3.0?
				Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Wetland vegetation criterion met?</b>			Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**Definitions of Vegetation Strata**

- Tree - Woody plants 3 in. (7.62 cm) or more in diameter at breast height (DBH), regardless of height
- Shrub / Sapling - Woody plants less than 3 in. (7.62 cm) DBH and greater than or equal to 3.3 ft. (1 m) tall
- Herb - All herbaceous (non-woody plants, regardless of size, and woody plants less than 3.3 ft. (1 m) tall
- Woody vines - All woody vines greater than 3.3 ft. (1 m) in height

Cover Ranges	
Range	Midpoint
1-5 %	3.0 %
6-15 %	10.5 %
15-25 %	20.5 %
26-50 %	38.0 %
51-75 %	63.0 %
76-95 %	85.5 %
96-100 %	98.0 %



**BORDERING VEGETATED WETLAND DETERMINATION FORM**

Project/Site: 12 Oak Tree Lane City/Town: Ashland Sampling Date: 10/11/24

Applicant/Owner: \_\_\_\_\_ Sampling Point or Zone: Flag 4A Upland

Investigator(s): Karon Skinner Catrone Latitude / Longitude: 42.25128/-71.45826

Soil Map Unit Name: Sitate/Freetown NWI or DEP Classification: \_\_\_\_\_

Are climatic/hydrologic conditions on the site typical for this time of year? Yes  No  (If no, explain in Remarks)

Are Vegetation , Soil , or Hydrology  significantly disturbed? (If yes, explain in Remarks)

Are Vegetation , Soil , or Hydrology  naturally problematic? (If yes, explain in Remarks)

**SUMMARY OF FINDINGS – Attach site map and photograph log showing sampling locations, transects, etc.**

Wetland vegetation criterion met?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soils criterion met?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Wetlands hydrology present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Remarks, Photo Details, Flagging, etc.:			

**HYDROLOGY**

<b>Field Observations:</b>		
Surface Water Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> Depth (inches) _____
Water Table Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> Depth (inches) _____
Saturation Present (including capillary fringe)?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> Depth (inches) _____
<b>Wetland Hydrology Indicators</b>		
<b>Reliable Indicators of Wetlands Hydrology</b> <input type="checkbox"/> Water-stained leaves <input type="checkbox"/> Evidence of aquatic fauna <input type="checkbox"/> Iron deposits <input type="checkbox"/> Algal mats or crusts <input type="checkbox"/> Oxidized rhizospheres/pore linings <input type="checkbox"/> Thin muck surfaces <input type="checkbox"/> Plants with air-filled tissue (aerenchyma) <input type="checkbox"/> Plants with polymorphic leaves <input type="checkbox"/> Plants with floating leaves <input type="checkbox"/> Hydrogen sulfide odor	<b>Indicators that can be Reliable with Proper Interpretation</b> <input type="checkbox"/> Hydrological records <input type="checkbox"/> Free water in a soil test hole <input type="checkbox"/> Saturated soil <input type="checkbox"/> Water marks <input type="checkbox"/> Moss trim lines <input type="checkbox"/> Presence of reduced iron <input type="checkbox"/> Woody plants with adventitious roots <input type="checkbox"/> Trees with shallow root systems <input type="checkbox"/> Woody plants with enlarged lenticels	<b>Indicators of the Influence of Water</b> <input type="checkbox"/> Direct observation of inundation <input type="checkbox"/> Drainage patterns <input type="checkbox"/> Drift lines <input type="checkbox"/> Scoured areas <input type="checkbox"/> Sediment deposits <input type="checkbox"/> Surface soil cracks <input type="checkbox"/> Sparsely vegetated concave surface <input type="checkbox"/> Microtopographic relief <input type="checkbox"/> Geographic position (depression, toe of slope, fringing lowland)
Remarks (describe recorded data from stream gauge, monitoring well, aerial photos, previous inspections, if available):		

This form is only for BVW delineations. Other wetland resource areas may be present and should be delineated according to the applicable regulatory provisions.

**VEGETATION – Use both common and scientific names of plants.**

Tree Stratum Plot size \_\_\_\_\_

Common name	Scientific name	Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)
1.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
2.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
3.					
4.					
5.					
6.					
7.					
8.					
9.					

0.0 = Total Cover

Shrub/Sapling Stratum Plot size \_\_\_\_\_

Common name	Scientific name	Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)
1.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
2.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
3.					
4.					
5.					
6.					
7.					
8.					
9.					

0.0 = Total Cover

Herb Stratum Plot size \_\_\_\_\_

Common name	Scientific name	Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)
1. Grass	Echinochloa crusgalli	FACU <input type="checkbox"/>	38.0	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Ground Ivy	Glechoma hederacea	FACU <input type="checkbox"/>	20.5	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. Moss	Sphagnum	FACW <input type="checkbox"/>	10.5	No <input type="checkbox"/>	Yes <input type="checkbox"/>
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

69.0 = Total Cover

**VEGETATION – continued.**

<u>Woody Vine Stratum</u>		Plot size _____	Indicator Status	Absolute % Cover	Dominant? (yes/no)	Wetland Indicator? (yes/no)
Common name	Scientific name					
1. Bittersweet	Celastrus orbiculatus		FACU <input type="checkbox"/>	20.5	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Grapevine	Vitis novae-angliae			10.5	No <input type="checkbox"/>	No <input type="checkbox"/>
3.						
4.						
				<b>31.0</b>	<b>= Total Cover</b>	

<b>Rapid Test:</b> Do all dominant species have an indicator status of OBL or FACW?			Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Dominance Test:</b>	Number of dominant species	Number of dominant species that are wetland indicator plants	Do wetland indicator plants make up ≥ 50% of dominant plant species?	
	4	0	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Prevalence Index:</b>		Total % Cover (all strata)	Multiply by:	Result
	OBL species		X 1	=0
	FACW species	1	X 2	=2.00
	FAC species		X 3	=0.00
	FACU species	3	X 4	=12.00
	UPL species		X 5	=0
	Column Totals	(A) 4		(B) 14
	Prevalence Index	B/A = <b>3.50</b>		Is the Prevalence Index ≤ 3.0?
				Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Wetland vegetation criterion met?</b>			Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

**Definitions of Vegetation Strata**

- Tree - Woody plants 3 in. (7.62 cm) or more in diameter at breast height (DBH), regardless of height
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Cover Ranges	
Range	Midpoint
1-5 %	3.0 %
6-15 %	10.5 %
15-25 %	20.5 %
26-50 %	38.0 %
51-75 %	63.0 %
76-95 %	85.5 %
96-100 %	98.0 %

SOIL

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Location <sup>2</sup>		
0 - 4	10yr 2/2						or	
4 - 6	10yr 3/3						SL	
6 -	10yr 3/4						SL	

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains      <sup>2</sup>Location: PL=Pore Lining, M=Matrix

Hydric Soil Indicators (Check all that apply)		Indicators for Problematic Hydric Soils
<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Polyvalue Below Surface (S8)	<input type="checkbox"/> 2 cm Muck (A10)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Thin Dark Surface (S9)	<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)	<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Depleted Matrix (F3)	<input type="checkbox"/> Mesic Spodic (A17)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Redox Dark Surface (F6)	<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Dark Surface (F7)	<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Depressions (F8)	
<input type="checkbox"/> Sandy Mucky Mineral (S1)		
<input type="checkbox"/> Sandy Gleyed Matrix (S4)		
<input type="checkbox"/> Sandy Redox (S5)		<input type="checkbox"/> Other (Include Explanation in Remarks)
<input type="checkbox"/> Stripped Matrix (S6)		
<input type="checkbox"/> Dark Surface (S7)		

Restrictive Layer (if observed)    Type: \_\_\_\_\_    Depth (inches): \_\_\_\_\_

Remarks: Upland soil

Hydric Soils criterion met?    Yes     No

# USGS data



## DEP Wetlands Hydrologic Connections

### USGS Water Bodies 25k

- LAKE, POND, OCEAN
- RESERVOIR
- WETLAND
- SALT WETLAND
- SUBMERGED WETLAND
- CRANBERRY BOG
- TIDAL FLAT
- INUNDAED AREA

### USGS Rivers and Streams 25k

- Stream
- INTERMITTENT STREAM
- SHORELINE
- INTERMITTENT SHORELINE
- MANMADE SHORELINE
- DITCH/CANAL
- AQUEDUCT
- DAM
- CHANNEL IN WATER

### Major Ponds

- Major Streams

### USGS Streams 100k

### USGS Ponds 100k

### Property Tax Parcels

MassMapper

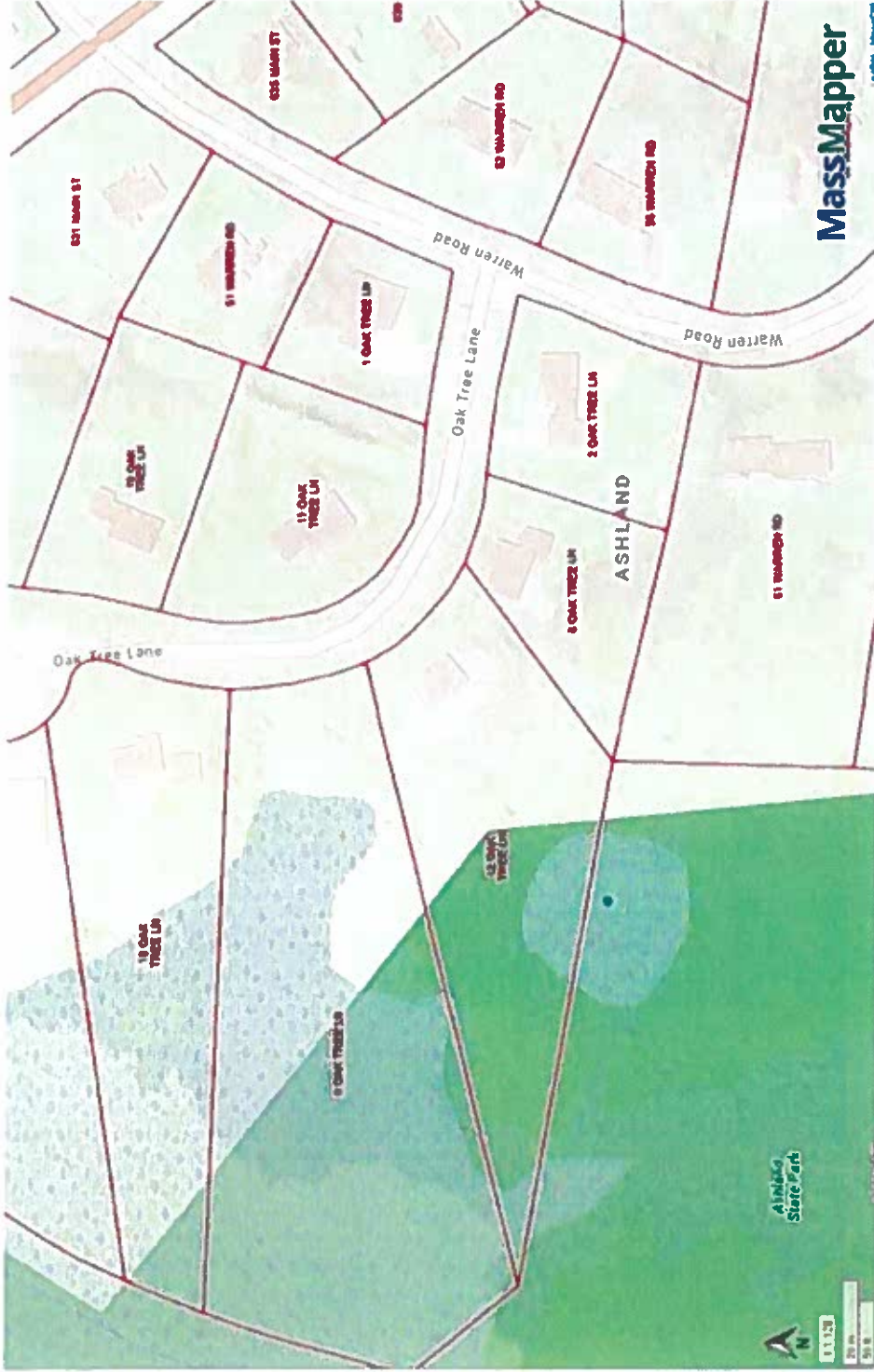
1.0000 1.000005



11113



# NHESP data



MassMapper

1:10,000
   
 200 ft
   
 200 m





Wetland Resource Area



Area of Soil Testing for Installation of New System



Rear yard