

March 4, 2026

Becca Solomon  
Conservation Agent  
Town of Ashland  
101 Main Street  
Ashland, MA 01721

**RE: Wetland Notice of Intent (NOI) Peer Review – Stormwater  
Ballard and Highland Road Subdivision**

Dear Ms. Solomon

GCG has reviewed the documents provided for the “Ballard and Highland Road Subdivision, dated February 4, 2026th which were prepared by MP Design Consultants for Stormwater peer review services to obtain a full understanding of the project.

**SCOPE OF SERVICES**

GCG will provide peer review services to the Town of Ashland Conservation Commission for documents filed for the proposed subdivision plan submission. The services will include the following.

1. Meet virtually, or in person, with conservation staff for an initial overview and kick off meeting in preparation of the conducting the peer review.
2. Review of the Subdivision Plan Submission, Stormwater Report and Supporting Documentation, Pre and Post Drainage Analysis, Drainage Layout and associated Site Grading, Utility Conflicts, Design Details and Specifications. GCG will review project documents, plans, and other applicable supporting information to evaluate conformance with the Massachusetts Stormwater Handbook, Ashland Bylaws and best engineering practices standards and identify deficiencies from local performance standards in accordance with Ashland’s Wetland Protection, Chapter 280 and Stormwater Management, Chapters 247 and 343. GCG evaluation shall include, but not limited to, review, hydrologic and hydraulic data and calculations, soil borings, soil classifications, seasonal high groundwater elevations, pre and post development drainage watersheds, drainage calculations and analysis stormwater management report, groundwater recharge standards, water quality standards and operation and maintenance requirements.
3. Identify any key documents, plans, data, or details missing from current submittals necessary to complete a comprehensive review of engineering design.
4. Preparation of a Letter Report: Consultant shall prepare a written report to the Conservation Commission presenting initial findings and recommendations.
5. Follow up review of letter report response and revised documents and plans and provide supplemental letter Report (if applicable).

GCG proposes a fee structure as follows. The first review would be a lump sum review based upon the current plans, including a Conservation Commission meeting. The second review is estimated budget

and would only be invoiced based on hours charged to perform the peer review. The second review is estimated since the number of changes to documents needed is unknown.

Initial Peer Review	\$7,475.00 (Lump sum)
2 <sup>nd</sup> Peer Review Budget	\$2,680.00 (Estimate)

Attached please find a fee that shows the hourly rates and hours to complete this review. For any additional reviews required due to plan changes or missing information from the applicant, we will invoice at the hourly rates shown in our fee.

Thank you for the opportunity to submit this proposal. If you have any questions regarding this matter, please do not hesitate to contact our office.

Respectfully Submitted,  
GCG ASSOCIATES, INC.

*Michael J. Carter*

Michael J. Carter, PE, PLS  
President

Town: Ashland

Project: Wetland NOI - Ballard and Highland Road Subdivision

	Hours			Total
	Project Manager	Senior Project Engineer	Engineer	
	\$175.00	\$165.00	\$125.00	
<b>INITIAL REVIEW</b>				
Initial Meeting (Startup)	1	2	0	\$505.00
Drainage Review	0	34	0	\$5,610.00
Initial Peer Review Letter	1	4	0	\$835.00
Conservation Commission Remote Meeting (1 Meetings)	3	0	0	\$525.00
			<b>Total</b>	<b>\$7,475.00</b>
<b>Second Review</b>				
2nd Review	4	12	0	\$2,680.00
			<b>Total</b>	<b>\$10,155.00</b>