

SUBMISSION INSTRUCTIONS FOR REQUEST FOR DETERMINATION OF APPLICABILITY (RDA)

1. When submitting an RDA to the Wareham Conservation Commission, include the original and one copy with a \$75.00 check made out to the Town of Wareham. Additionally, submit an electronic copy using the Town of Wareham online permitting system and one more copy to the Department of Environmental Protection at 20 Riverside Drive, Lakeville, MA. A Locus map and detailed plans of the proposed project must be included with each copy.
2. Your RDA must be advertised in The Wareham Week's legal section as required by law. A separate check of \$75.00 made out to The Wareham Week must be submitted to the Commission when filing your RDA to cover the cost of advertisement.
3. Abutters within 100' of the property boundaries must be notified in writing via certified mail. The return receipts must be provided to the Commission before/at the hearing. An abutters list must be requested from the Town of Wareham Assessors Office. A draft Abutter Notification is attached to these instructions.
4. The Commission requires a completed application and plans for an on-site inspection of the proposed construction. This includes building corners, septic and leaching field corners, walls, and fences. must be marked along their entire length. Additionally, the area in which construction activity will take place must be identified.
5. The Commission will try to schedule your public hearing for the next available meeting once they receive your completed RDA.

6. Upon receiving a Negative Determination, only the work outlined in the RDA may be done. Any other work that affects a wetland resource area may result in Commission-issued fines.
7. Upon receiving a Positive Determination, you must file a Notice of Intent (NOI).
8. After the Commission issues a Determination, there is a 10-day appeal period to the D.E.P. The project cannot start until the appeal period ends.
9. For any questions, call the Conservation Office at (508) 291-3100 extension 6505. Office hours are Monday and Wednesday 8 A.M. to 3 P.M. and Tuesday and Thursday 8 A.M. to 5 P.M. The Conservation Administrator is Josh Faherty.

Action Items

1. The application has been successfully submitted to the Conservation Department along with two \$75.00 checks for the application and advertisement fees. Furthermore, it has been uploaded to the online permitting system via the Viewpoint link. (see #1 & #2)
2. A certified abutters list is requested by the Wareham Assessors Office and all abutters within 100' of the project property are notified by Certified Return Receipt, first call mail. (see #3)

Viewpoint Link:

<https://wareham.viewpointcloud.com/categories/1086>

Request for Determination of Applicability

Abutter Notification

You have been notified of a public hearing scheduled by the Wareham Conservation Commission to review a request for a Determination of Applicability.

Applicant: _____

Project Location: _____

Street Address: _____

Map: _____ Lot: _____

Proposal to be Considered:

For information about the date, time, and location of the public hearing, contact the Wareham Conservation Department at (508) 291-3100 ext. 6505 between 8:00 A.M. and 3:45 P.M. on Monday through Thursday.

NOTE: Notice of the public hearing, along with its date, time, and location, will be published at least five days prior in The Wareham Week.

NOTE: Public hearing details will be posted at City/Town Hall 48 hours prior.