



Town of Sturbridge

Conservation Commission

Request For Certificate of Compliance Packet

Packet for filing of applications
under the Sturbridge Wetland and Zoning Bylaw only

Enclosed in this packet are the forms needed for submitting a Request for Certificate of Compliance to the Town of Sturbridge Conservation Commission. It contains the following forms needing completion:

- **Sturbridge Request for Certificate of Compliance Application Form(2pp)**
A Certificate of Compliance must be submitted at the conclusion of the project after all conditions of the Order have been met. Once a complete application is received it will be added to the next available Meeting Agenda.
- **Sturbridge Bylaw Filing Fee Sheet**

Please contact our office with any questions in regards to filing this application or process.



Sturbridge-Request for Certificate of Compliance

Under the Sturbridge Wetland and Zoning Bylaws

Provided by SCC

A. Project Information

1. This request is being made by:

Name

Mailing Address

City/Town State Zip Code

Phone Number

2. This request is in reference to work regulated by a final Order of Conditions issued to:

Applicant

Dated SCC File Number

Upon completion of the work authorized in an Order of Conditions, the property owner must request a Certificate of Compliance from the issuing authority stating that the work or portion of the work has been satisfactorily completed.

3. The project site is located at:

Street Address City/Town

Assessors Map/Plat Number Parcel/Lot Number

4. The final Order of Conditions was recorded at the Registry of Deeds for:

Property Owner (if different)

County Book Page

Certificate (if registered land)

5. This request is for certification that (check one):

the work regulated by the above-referenced Order of Conditions has been satisfactorily completed.

the following portions of the work regulated by the above-referenced Order of Conditions have been satisfactorily completed (use additional paper if necessary).

the above-referenced Order of Conditions has lapsed and is therefore no longer valid, and the work regulated by it was never started.



The Sturbridge Conservation Commission

SCC File Number:

Sturbridge – Request for Certificate of Compliance

Under the Sturbridge Wetland and Zoning Bylaws

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A. Project Information (cont.)

6. Did the Order of Conditions for this project, or the portion of the project subject to this request, contain an approval of any plans stamped by a registered professional engineer, architect, landscape architect, or land surveyor?

Yes

If yes, attach a written statement by such a professional certifying substantial compliance with the plans and describing what deviation, if any, exists from the plans approved in the Order.

No

B. Submittal Requirements

Requests for Certificates of Compliance should be directed to the Sturbridge Conservation Commission.

STURBRIDGE WETLANDS PROTECTION BY-LAW AND REGULATIONS

WETLANDS FILING FEE CALCULATION WORKSHEET

Application Type	Qty	Town Filing Fee	TOTAL
Notice of Intent (NOI):			
Residential – Single Family:			
Accessory (Deck, Shed, Pool Septic)	_____	\$150	_____
Shoreline Work	_____	\$150	_____
New Construction	_____	\$300	_____
Residential – Other:			
Subdivision/Multi-Unit	_____	\$750	_____
Commercial/Industrial:			
New	_____	\$1500	_____
Redevelopment	_____	\$1000	_____
Limited Project (as defined in SWB & WPA)	_____	Equal to full WPA fee	_____
Alterations – located within Riverfront Area	_____	Additional 50% of Fee	_____
Application filed after Enforcement Order		Double the Municipal fee	_____
Request for Amended Order of Conditions	_____	50% of initial fee	_____
Request for Determination of Applicability (RDA):			
No Wetland Boundary Confirmation			
Residential:	_____	\$100	_____
No Wetland Boundary Confirmation			
All Other:	_____	\$200	_____
For Wetland Boundary Confirmation			
File ANRAD or NOI			
Abbreviated Notice of Resource Area Delineation (ANRAD):			
Residential – Single Family:	_____	\$100	_____
All Other:			
Base Review	_____	\$300	_____
Resource Area Boundary			

Certificate of Compliance (COC):

Residential:

Single Family _____ \$50 _____

Subdivision or Multi-Unit _____ \$150 _____

Commercial or Industrial: _____ \$150 _____

If Order of Conditions has Expired _____ Add an additional \$150 _____

OOO Extension Request _____ \$50 _____

Emergency Certification _____ \$50 _____
(NOI may be required to be filed following issuance of Emergency Cert)

Local Bylaw Fee (includes Town Filing Fee) \$ _____

State Filing Fee (from DEP Wetland Transmittal Form) \$ _____

Total Payable to "Town of STURBRIDGE" \$ _____

*Additional Consultant Fee may be required for reasons which may include:

- Significant amount of wetland impact;
- Extensive resource areas on a site;
- Lack of information supplied;
- Incomplete plans, reports, forms submitted;
- Supplemental information submitted.