

MINOR ACTIVITY PERMIT
Marblehead Wetlands Protection Bylaw Regulations Section 5.4.4

Applicant: _____
Name, address and cell phone#

Property Owner/s: _____
Name, address and cell phone#

Project Address: _____

INSTRUCTIONS:

1. **Attach a detailed dated letter describing the scope, time, duration and limits of the work.**
2. **Attach a detailed sketch/photos showing resource area in relation to the work area.**
3. **Print out and attach a map of the work area – Marblehead.org website, GIS/maps (<https://www.axisgis.com/MarbleheadMA/Default.aspx?Splash=True>)**
4. **Attach a check for \$50.00 made out to the Town of Marblehead.**

By signing below, the applicant and property owner agree to comply with all conditions and remain within the scope and limits attached to this permit:

GENERAL CONDITIONS:

1. This project shall not cause an increase in run-off onto adjacent properties or streets, either during construction or after completion. Appropriate measures shall be taken to prevent the movement of silt or debris onto adjacent properties, streets and Resource Areas.
2. An appropriate erosion control/silt barrier must be erected and maintained to prevent any loose soil from eroding into resource areas. [show on the attached sketch]
3. Staging, tarps or other appropriate containment systems shall be employed to prevent construction debris from leaving the site or entering resource areas.
4. All demolition and construction debris shall be removed continuously from the site. No materials shall be stored within a resource area or buffer zone. If a dumpster is used to contain debris, the dumpster shall be covered after each work day. The debris shall be properly disposed of in accordance with applicable federal, state and local regulations.
5. There shall be no cleaning or rinsing of cement concrete ready-mix trucks, or cement concrete mixing equipment, such that the byproduct of the cleaning or rinsing operation finds its way to any resource area by any means including a storm drainage system (catch basins, pipes, drainage ditches, etc.).
6. There shall be no cleaning or rinsing of painting tools or paint containers such that the byproduct of the cleaning or rinsing operation finds its way to any resource area by any means including a storm drainage system (catch basins, pipes, drainage ditches, etc.).
7. The work shall be completed on a timely basis and shall conform to any special conditions attached.
8. Notify the Conservation Commission Agent 48 business hours prior to commencement of work. Final inspection by the Conservation Agent is required.

Failure to comply with the above conditions may result in an Enforcement Order being issued whereby all work must cease, fines may be issued and a Notice of Intent may be required.

The Conservation Commission reserves the right to enter the property at its discretion to inspect the work area before, during and after completion of the work.

Signatures: _____
Applicant Property Owner

Information below this line to be completed by the Town of Marblehead Conservation Agent.

_____ additional special conditions attached y ☐ n ☐
Conservation Agent

Issue Date: _____ (this permit expires one year from the date of issuance)