

TOWN OF BERKLEY
MASSACHUSETTS

CONSERVATION COMMISSION

FILING PROCEDURE
REQUEST FOR A DETERMINATION OF APPLICABILITY

1. Applicant must contact the Conservation Commission. **(Emailing preferred)**. Email: ConCom@berkleyma.us Phone 508-828-2682 to obtain a hearing date.
2. The Public Hearing form & date, provided in this packet must be posted in **Taunton Daily Gazette**.
(The requirement in the Act and Regulations: the legal notice be published at least five days prior to the hearing which **does not** include Saturday & Sundays. If the newspaper fails to publish the legal notice five business days before the public hearing, the hearing cannot legally be opened, and a new notice must be published.)
3. The form "T" supplied in this packet must be signed & dated by the Tax Collector & returned to the Con Com along with the complete packet. Failure to have this form properly filled out, WILL result in not opening the hearing.
4. The Town clerk's Agenda will be posted by OUR Conservation Commission's Secretary.
5. **The Commission requires 2 copies of the RDA & 2 copies of plan, marking location of work to be performed. As well as proof of receipt by Department of Environmental Protection (DEP)**
6. **This paperwork MUST be complete & turned into our Commission 1 week prior to the hearing. (Failure to get in on time will result in not being put on the Agenda.)**

NIGHT OF MEETING APPLICANT MUST HAVE ALL OF THE FOLLOWING

1. [] Tear Sheet from Taunton Daily Gazette.
2. [] Agenda notice from Town of Berkley Clerks Office. **(Brought by OUR Board)**

Failure to have ALL of these REQUIREMENTS will result in NOT opening the hearing.

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MEETING DATE: _____

**TOWN OF BERKLEY
MASSACHUSETTS
CONSERVATION COMMISSION**

1 North Main Street
Berkley, Massachusetts 02779

Gateway House Media - Legal ads must be Posted in the Taunton Daily Gazette
Legal Ad

Phone: 781-433-7959 Fax:781-433-7951.

Email: legals@wickedlocal.com

Please publish the notice below on or before [_____]

Name _____

Address _____

Phone _____

Thank you for your attention to this matter.

TOWN OF BERKLEY CONSERVATION COMMISSION

A public meeting will be held by the Berkley Conservation Commission

On Wednesday, _____ at 7:00 P.M.

1 North Main Street, Berkley, MA

Relative to the filing of a Request for Determination of Applicability under the
Wetlands Protection Act, MGL C. 131 §.40

Filed by _____

For _____

For the proposed _____

Within the 100 foot _____ 200 foot _____ buffer zone
of a bordering vegetated wetland.

The Site is _____

Assessor's Map, _____ Lot _____

Copies of the Request for Determination of Applicability may be obtained from either:

a. ☐ the applicant: _____

b. ☐ the applicant's representative: _____

TOWN OF BERKLEY
MASSACHUSETTS
CONSERVATION COMMISSION

1 North Main Street
Berkley, Massachusetts 02779

**** Clerk's posting. ****

A public meeting will be held by the Berkley Conservation Commission

On Wednesday, _____ at 7:00 P.M.
at 1 North Main Street, Berkley, MA

Relative to the filing of a Request for Determination of Applicability under the
Wetlands Protection Act, MGL C. 131 §.40

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Within the 100 foot _____ 200 foot _____ buffer zone
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The Site is _____

Assessor's Map _____ Lot _____

Copies of the Request for Determination of Applicability may be obtained from either:

a. ☐ the applicant: _____

b. ☐ the applicant's representative _____

This paperwork needs to be filled out so that I may properly advertise your hearing on the Town's Agenda/Website. It needs to be turned in at least 1 week prior to the hearing date.



FORM T
TAX INFORMATION
CONSERVATION COMMISSION

Applicant should complete items 1 thru 6. Please print.
This form must be signed by the Tax Collector.

(1) Address of Property

(2) Assessor's Map # & Lot#
(#2) needs to be filled out in RED by
the assessors.

(3) Name of Applicant

(4) Address of Applicant

(5) Name of owner of property, if same as applicant, write SAME

(6) Address of property owner, if same as applicant, write SAME

I certify that the applicant listed above has NO outstanding taxes due to the Town of Berkley for ANY property owned or jointly owned by the applicant. I also certify that the owner (if different) of the property listed has NO outstanding taxes due to the Town of Berkley.

Tax Collector, Town of Berkley

Date