Boxborough Conservation Commission
29 Middle Road, Boxborough, Massachusetts 01719
Phone: 978.264.1722
www.boxborough-ma.gov

Boxborough Wetland & Adjacent Land Resource Area Fee Calculation Worksheet Definitions and Instructions

General Instructions:

- Please read all documentation thoroughly.
- Use these definitions and instructions with the Fee Calculation Worksheet.
- Numbers below refer to numbered items on Fee Calculation Worksheet.
- Fill in all applicable fee lines on the Fee Calculation Worksheet, total on line 18, and submit the worksheet with the filing.
- Permit Fees must be paid at the time of application and are not refundable. These fees are in addition to and separate from the Massachusetts State Wetland Protection Act. The applicant must pay these fees with a separate check made out to the Town of Boxborough.
- The non-refundable filing fee is required for all projects under review by the Conservation Commission. There are very limited situations where resource area disturbance is at the discretion of the Commission, and it is important for the applicant and their representatives to be aware that there are a number of projects not allowed under the Rules & Regulations of the Boxborough Wetlands Bylaw. The payment of the filing fee in no way implies that the Commission will grant a permit allowing the project. The applicant is strongly urged to design the project in compliance with the Rules & Regulations of the Bylaw. A copy of the Wetland Bylaw and Rules & Regulations are available at Town Hall and on the Boxborough town website.

1. Permanent Structure Addition/Alteration:

All permanent structures that are additions or alterations to other permanent structures such as a deck, pool, room addition, garage, tennis court, landscaping (retaining walls, plant beds, fences, etc.), driveway or site work without a house require a $250 fee. This fee is for the elements that are outlined in the filing. For example, if you are installing a pool with a deck and landscaping elements as part of the filing, the $250 fee will cover the extent of the filing. Enter this fee on line #1.

For this type of smaller project a resource area disturbance fee is not required. However, any disturbance of the resource area for the completion of the project will be allowed at the discretion of the Conservation Commission based on Boxborough's Town Wetlands Bylaw. If a separate filing is made for other elements, this will be viewed as a separate project and an additional fee will be required.

2. New Permanent Structures or Single Family House (SFH):

Each filing for a new large permanent structure (barn, etc.) or new single-family home (SFH) requires a $500 fee. Enter this fee on line #2.

3. Perm. St. or SFH:
A new large permanent structure (barn, etc.) or new single family home (SFH) also requires an *additional* fee of $.50 for any square footage of disturbance of the resource area. Multiply the total number of square feet disturbed by $.50. Enter this fee on line #3.

4. Subdivision Roads and Utilities only:
Each filing for subdivision roads and utilities requires a fee of $1,500. These two types of filings are not mutually exclusive of one another. Enter this fee on line #4.

5. Subdivision:
All subdivision filings require a fee of $3.00 for each linear foot of road sideline disturbance in the resource area. Multiply the total number of linear feet of road sideline disturbed by $3. Enter this fee on line #5.

6. Multiple Family or Condominium Structure:
Each filing of multiple family or condominium structures requires a fee of $1,500. Enter this fee on line #6.

7. Multi Family/Condo:
Each unit of multiple family or condominium structures, where all or any part of the unit is located within the resource area, requires an *additional* $500 fee. Enter this fee on line #7.

8. Commercial/Industrial - each filing:
Each filing of any commercial or industrial projects (any and all non-residential) requires a $1,500 fee. Enter this fee on line #8.

9. Commercial/Industrial – each sq. ft:
Any square footage of disturbance of the resource area for any commercial or industrial filing requires an additional fee of $.25 per square foot. Multiply the total number of square feet disturbed by $.25. Enter this fee on line #9.

10. Abbreviated Notice of Resource Area Delineation (ANRAD):
Each ANRAD filing requires a $250 fee. This fee should be entered on line #10.

11. ANRAD – per liner foot:
Any project requiring delineation will require a fee of $.25 per linear foot of delineation. The total number of linear feet delineated should be multiplied by $.25 and added to the Calculation Worksheet on line #11 and then totaled with any other fees at the bottom of the Worksheet on line #18.

12 – 17. Other:
All other requests for documentation or certificates or extensions outlined in item #12 through item #17 will require a fee of $100. This fee amount should be added on the corresponding line and totaled on line #18 at the bottom of the Calculation Worksheet including any other fees as they apply.

Boxborough Wetland & Adjacent Land Resource Area
Fee Calculation Worksheet

Notice of Intent Filings:

Type of Service or Permit	Quantity	Fee	Total
1) Permanent Structure Addition/Alteration - each filing	_____	$250.00	_____
2) New Permanent Structure or SFH - each filing	_____	$500.00	_____
3) Perm. St. or SFH - each sq. ft. of disturbance in Resource Area	_____	$0.50	_____
4) Subdivision Roads and Utilities only - each filing	_____	$1,500.00	_____
5) Subdivision - each linear foot of road sideline in Resource Area	_____	$3.00	_____
6) Multiple Family or Condominium Structure - each filing	_____	$1,500.00	_____
7) Multi Fam/Condo - each unit all or part of which is within Resource Area	_____	$500.00	_____
8) Commercial/Industrial Projects - each filing	_____	$1,500.00	_____
9) Commercial/Ind. - each sq. ft. of disturbance in Resource Area	_____	$0.25	_____
Other:			
10) ANRAD - each filing	_____	$250.00	_____
11) ANRAD - per linear foot of delineation	_____	$0.25	_____
12) Request for Determination of Applicability	_____	$100.00	_____
13) Application for Certificate of Compliance	_____	$100.00	_____
14) Partial Certificate of Compliance	_____	$100.00	_____
15) Extension Permit	_____	$100.00	_____
16) Amended Order of Conditions	_____	$100.00	_____
17) Other Miscellaneous ConsCom Document	_____	$100.00	_____
18) Total*			$_____ (Not to exceed $7, 500.00)

* Additional consultation fees may be necessary for projects when a more extensive Wetland Habitat Study is needed or if the work proposed will require a higher degree of monitoring.