Application must include:
1. $75.00 Check Payable to the Town of Sandwich
2. Photo, sketch or plan

TOWN OF SANDWICH
CONSERVATION COMMISSION
ADMINISTRATIVE REVIEW OF MINOR PROJECT

Check One: **Structural_____** **Vegetation_____** **Other_____**

Project Location: _____ Map_____ Parcel_____

Property Owner: _____ Telephone: _____

Address: _____ Rep's Email: _____

Representative: _____Telephone:_____

Description of project: _____
(If more space is needed please attached a separate sheet)

If Structural: Roofing _____ Doors/Windows _____ How Many? _____ Side walling _____ Deck _____

Fencing (fill rail – split rail) Other (explain) _____ Square footage of project_____

Y/N		Y/N	
	Will the work proposed take place in a wetland or resource area as defined by the Wetland Protection Act or Local Wetland Bylaw?		Is tree removal proposed? How many trees:
	Will the work proposed take place within 50 feet of any resource areas?		Is pruning of trees proposed? How many trees:
	Will the project take place in a federally designated (FEMA) flood zone? (Velocity, AE, etc.) Indicate, below, which zone is applicable. (FEMA Maps available at Conservation Commission Office)		Is uprooting of vegetation or mowing to the ground proposed?
	Is the proposed project an addition to an existing structure?		Is removal of briars, brambles or bittersweet vine proposed?
	Is the project an upgrade to an existing septic system with no additional construction?		Is removal of poison ivy proposed? Approximate Area _____
	Is excavation by machinery required?		Is cutting of shrubs proposed?

Proposed Start Date: _____ Completion Date: _____

*************PERMIT EXPIRES SIX (6) MONTHS FROM DATE OF APPROVAL**************

Any person(s) who build or rebuild a structure, a portion of a structure, removes vegetation, excavate or fill an area, or conduct any other activities within the Commission's jurisdiction without first receiving the pertinent approval(s), will be required to file a full Notice of Intent along with all supporting data, double permit fee, and receive an Order of Conditions before recommencing or completing the work and may be subject to additional enforcement action. (Refer to SCC Regulation #2).
Any violation of this permit or conditions thereof will cause this permit to immediately become null and void.

I have read and understand the above statement.

Signature: _____**Printed Name** _____ **Date** _____

****

Approved: _____ **POST SIGN (APPROX. 2' X 3') WITH PERMIT NUMBER PRIOR TO WORK** **# AP 22-_____**

Denied: _____ Must file a Request for Determination of Applicability (RDA) with the Conservation Commission.