



Town of Lakeville
Conservation Commission
346 Bedford St. (office location 241 Main St.)
Lakeville, MA 02347
Phone: (508) 946-8823

Lakeville Conservation Commission submittal requirements for 2024

Notice of Intent:

1. All filings, including the plan of record, must be **submitted by noon on the day of the deadline** and must be accompanied by the appropriate fees and checklist. Revisions must be supplied to the Commission **at least five business days prior to the hearing date or a continuance should be requested**. The 2024 meeting schedule and submittals deadlines are attached. Submittals may be left with the Board of Health if the Conservation Commission is not open.
2. Notice of Intent and Abbreviated Notice of Resource Area Delineation (NOI and ANRAD): The Commission requires seven (7) copies of the filing, two (2) copies of full-sized plans and seven (7) copies of 11"x17" plans. Applicants may submit only two (2) copies of all stormwater/drainage reports and any additional documentation if the information has also been submitted via PDF email. The Commission requires all information, including plans, to also be submitted electronically to: lcandedy@lakevillema.org
3. All NOI and ANRAD plans must be stamped by a Registered Professional Engineer and/or Professional Land Surveyor. A locus that clearly identifies the location of the property must be on the plans. The 100' buffer zone, the 50' buffer zone and all water and septic lines must be clearly defined and the legend must be correct. The plans must show topography, percentage of impervious coverage, direction of hydrology flow, and annual mean water. All plans and filings must be submitted to the Commission in conjunction with submittal to the Department of Environmental Protection. Proof of delivery must be submitted prior to the hearing.
4. All NOI and ANRAD filings require abutter notification. A certified abutter list must be obtained from the Board of Assessor's Office and included with your filing submittal. The notification should be done via certified mail. Please include your certificates of mailing when you submit your filing, and bring any certified return green cards to the hearing. For any property that abuts Long Pond, Assawompset Pond, Elders Pond or their tributaries a complete copy of the Notice of Intent filing must be sent to:

Taunton Water Department 91 Precinct St. Lakeville, MA 02347	New Bedford Water Department 1 Negus Way E. Freetown, MA 02717
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Request for Determination of Applicability:

1. The Commission may require up to seven (7) copies of the filing and plans. A copy of the RDA must be mailed/delivered to DEP (Southeastern Regional Office, 20 Riverside Drive, Lakeville, MA 02347). Proof of delivery must be submitted prior to the hearing.
2. All areas depicted on all plans at the time of submission, including wells and proposed dwellings, must be flagged and/or staked out in the field for review by the Commission. A signed Site Access Consent Form must be included with the original submittal.
3. It is the responsibility of the applicant to contact the Conservation Commission office (508-946-8823) for posting deadlines and verification of the time and date of the hearing.
4. If an applicant wishes to withdraw a filing the request must be made in writing. Any requests for a continuance must be made in writing at least 48 hours in advance. The Commission may issue a denial if this requirement is not met.



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Legal Notices:

Newspaper notices for all filings will be published in the Nemasket Week and will be submitted by the applicant. Please contact Andrew Griffith at 508-322-7157 or Email: Andrew@beaverdampartners.com to place your ad. Legal advertisement deadline is Friday at 4:00pm for the next week's publication. The advertisement fee is \$75.00 and should be submitted to the Conservation Commission with the filing. Checks for the advertising fee should be made out to Nemasket Week.

Sample Legal Advertisement

Town of Lakeville Conservation Commission Notice of Public Hearing

Pursuant to M.G.L. Ch 131, the Wetlands Protection Act, the Lakeville Conservation Commission will hold a public hearing on **(date)** at 7pm at the Lakeville Police Station, 323 Bedford Street, on a **(filing)**. The applicant, **(name)**, is proposing **(description of project)**.

The project is located at **(address)** and is also identified as Assessor's Map **xxx**, Block **xxx** Plot **xxx**.

Lakeville Conservation Commission Meeting Dates and Deadlines 2024

Meeting	Submittal Deadline	Revised Plan Deadline
January 9, 2024	December 26, 2023	
January 23, 2024	January 9, 2024	
February 13, 2024	January 30, 2024	
February 27, 2024	February 13, 2024	
March 12, 2024	February 27, 2024	
March 26, 2024	March 12, 2024	
April 9, 2024	March 26, 2024	
April 23, 2024	April 9, 2024	
May 14, 2024	April 30, 2024	May 7, 2024
May 28, 2024	May 14, 2024	May 21, 2024
June 11, 2024	May 28, 2024	June 4, 2024
June 25, 2024	June 11, 2024	June 18, 2024
July 9, 2024	June 25, 2024	July 2, 2024
July 23, 2024	July 9, 2024	July 16, 2024
August 13, 2024	July 30, 2024	August 6, 2024
August 27, 2024	August 13, 2024	August 20, 2024
September 10, 2024	August 27, 2024	September 3, 2024
September 24, 2024	September 10, 2024	September 17, 2024
October 8, 2024	September 24, 2024	October 1, 2024
October 22, 2024	October 8, 2024	October 15, 2024
November 12, 2024	October 29, 2024	November 5, 2024
November 26, 2024	November 12, 2024	November 19, 2024
December 10, 2024	November 26, 2024	December 10, 2024



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Lakeville Conservation Commission Administrative Fees

General Fee Schedule

Administrative fees shall be calculated by the Lakeville Conservation Commission in accordance with the attached schedule.

Administrative fees are payable at the time of application submission and are non-refundable.

Payment must be in the form of a check or money order and must be made out to the Town of Lakeville. The check must be separate from the payment made as a requirement of the filing fees dictated by the Wetlands Protection Act.

The Town of Lakeville and all properties owned by a government or non-profit organizations are exempt from all local administrative fees.

The local administrative fees are in addition to the fee regulations pursuant to MGL Chapter 131, Section 40 of the Massachusetts Wetlands Protection Act.
(see table)



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Lakeville Conservation Commission Administrative Fee Schedule

Request for Determination of Applicability (RDA)- includes initial site visit and siltation inspection	\$75.00
Notice of Intent, Residential (NOI)– includes initial site visit and siltation inspection	\$75.00
Notice of Intent, Commercial (NOI) – includes initial site visit and siltation inspection	\$100.00
Abbreviated Notice of Resource Area Delineation (ANRAD)	\$1.00/linear foot – minimum charge \$100.00, maxim charge \$1000.00
Certificate of Compliance <2 acres (required: 2 hard copies of as-built plan and submitted electronically)	\$25.00
Certificate of Compliance >2 acres (required: 2 hard copies of as-built plan and submitted electronically)	\$50.00
Certificate of Compliance >5 acres (required: 2 hard copies of as-built plan and submitted electronically)	\$100.00
Certificate of Compliance, Commercial (required: 2 hard copies of as-built plan and submitted electronically)	\$100.00
Amended Order of Conditions, Residential	\$25.00
Amended Order of Conditions, Commercial/Subdivision	\$200.00
Amended Order of Resource Area Delineation	\$75.00
Extension to Order of Conditions	\$50.00
Site Inspection	\$25.00 flat fee/first hour and \$25.00 each additional hour
Continuation – Applicant's Request	\$25.00 without 48-hour notice
Duplicate Order of Conditions	\$25.00
Simplified Review	\$50.00



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Lakeville Conservation Commission Notice of Intent Submittal Checklist

	7 copies of filing
	2 full sized plans stamped by a Registered Professional Engineer and/or a Professional Land Surveyor
	2 copies of Stormwater/Drainage Reports*
	Electronic copies of filing and plans (email lcandedy@lakevillema.org)
	Electronic Submittal receipt
	Proof of Abutter Notification (certified mail/certificate of mailing)
	Certified Abutters list
	Proof of mailing to City of Taunton and City of New Bedford Water Departments*
	Proof of Mailing to Natural Heritage (NHESP)*
	Site Access Consent Form
	Administrative Filing Fees
	WPA Transmittal Form and Fees
	Proof of mailing or hand delivery to DEP
	Proof of advertising and fee (payable to Nemasket Week)

*if necessary



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Site Access Consent Form

The Lakeville Conservation Commission requires specific and adequate information to make an informed decision on this filing. The Conservation Agent and/or Conservation Commissioners will need to access the property for a site visit prior to the scheduled hearing. Please indicate if you would prefer to be present and we will try to accommodate you. Lack of permission to visit the site may result in denial.

Name: _____

Project Location: _____

Phone Number: _____

Email: _____

Signature: _____

Please be aware that prior to the start of work, the Conservation Office or the Building Commissioner must be notified via email or phone.

- Conservation Commission Office 508-946-8823 email: lcandedy@lakevillema.org
- Building Commissioner Office 508-946-8804 (to inspect erosion control)