

**APPLICATION CHECKLIST FOR WETLAND PROTECTION PERMITS**

Materials required for all WETLAND PROTECTION permits are in the box below. Projects triggering other rules may require additional materials.

- WATER RESOURCES APPLICATION FORM (electronic signatures accepted)
- WETLAND DELINEATION
- EXISTING AND PROPOSED SITE PLANS
- WETLAND BUFFER VEGETATION PLAN
- \$10.00 APPLICATION FEE (Payable to MCWD by check or Visa/Mastercard)

PLEASE SEE CHECKLISTS BELOW TO ENSURE YOUR APPLICATION IS COMPLETE. Additional information is required if fill or excavation is proposed in a wetland.

WETLAND DELINEATION including:

- Full delineation report (prepared by a qualified wetland professional)
- Wetland Conservation Act Notice of Decision or WCA application

EXISTING AND PROPOSED SITE PLANS including:

- Property lines
- Delineation of the work area
- Elevation contours
- Wetland boundary
- Location of wetland buffer
- Proposed wetland buffer sign locations (must be at all lot lines and spaced less than 100 feet apart)
- Ordinary high water elevation of any waterbodies
- If buffer averaging is proposed, calculation of required and provided buffer area and indication of the minimum, maximum, and average widths on the site plans.

WETLAND BUFFER VEGETATION PLAN (if the buffer is not currently vegetated or will be disturbed by construction) including:

- Proposed seed mixes or other plant materials
- Seed/planting bed preparation
- Seeding/planting method
- Application rate of seeds or plugs
- Inspection methods to control invasive species
- Five year schedule of maintenance activities