



CITY OF NEWBURYPORT
CONSERVATION COMMISSION
60 PLEASANT STREET
NEWBURYPORT, MA 01950
978-465-4462

Checklist for Request for Determination of Applicability

Rev. 9/10/12

1. Fill out the WPA Form 1, "Request for Determination of Applicability." This form can be downloaded from the MassDEP website at:
www.mass.gov/dep/water/approvals/wpaform1.doc
2. Make eleven (11) copies of the form and include any supporting plans, drawings and narratives. Copies should be double-sided, preferably on recycled paper (at least 30% post-consumer content). Please *do not* include plastic covers or bindings on the submittals.
3. Submit ten (10) of the collated copies of the application and supporting materials to the Planning Office along with the City's filing fee of \$100 plus \$150 for placing the newspaper ad (total of **\$250**). Make the check to the "City of Newburyport."
4. Send one (1) copy of the "Request for Determination of Applicability" to:

Department of Environmental Protection
Northeast Regional Office
205B Lowell Street
Wilmington, MA 01887

Please direct any questions to:

Julia Godtfredsen, Newburyport Conservation Administrator
jgodtfredsen@cityofnewburyport.com
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