



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

MID-PROJECT ORDER OF CONDITIONS COMPLIANCE FORM

INSTRUCTIONS

Please complete all pages of this Mid-Project Order of Conditions Compliance Form and return to the Conservation Administrator prior to application for Occupancy Permit or Partial Certificate of Compliance.

The purpose of this form is to ensure compliance with the permit (Order of Conditions) and follow-through with the Certificate of Compliance at the conclusion of construction and any planting, landscaping or required monitoring periods.

PROJECT ADDRESS: _____

APPLICANT/HOMEOWNER: _____

EMAIL ADDRESS: _____

DEP FILE #: _____

DATE: _____

ORDER OF CONDITIONS DATE: _____

ORDER OF CONDITIONS EXPIRATION DATE: _____

Please Note: The Request for Certificate of Compliance must be submitted by the applicant at the completion of construction and **prior to the expiration date of the Order of Conditions**. If the Request for Certificate of Compliance is not submitted prior to the expiration date of the Order of Conditions, the applicant will be in violation of permit conditions and may be subject to enforcement action.

PART 1

In the space below or on an attached sheet, please describe work completed to date in accordance with the approved plans:

PART 2

In the space below or on an attached sheet, please outline remaining work to be completed on site (may include plantings, other landscaping work, etc.) Please include the following:

- Estimated start and finish dates for remaining work
- Details of any required monitoring periods for plantings that may be required by the OOC and the estimated date at which that monitoring period will be complete. (note: most plantings require a monitoring/replacement period of at least two growing seasons.)
- List any associated contractors, landscapers, etc. who will be responsible for completion of the work, along with their contact information and email addresses.

PART 3

Please indicate the estimated date at which you will submit the Request for Certificate of Compliance.

SIGNATURE OF APPLICANT: _____ DATE: _____

**Submit to: Conservation Commission, 60 Pleasant Street, Newburyport MA, 01950 or
by email to the Conservation Administrator at:
Conservation@cityofnewburyport.com**