MINIMUM SUBMITTAL REQUIREMENTS FOR ALL FILINGS

MA Wetlands Protection Act · Dalton Scenic Mountain Act

Deadlines:

Request for Determination of Applicability (RDA) and Notice of Intent (NOI) applications require public posting. In order to be considered for an upcoming meeting, a completed application and all appropriate fees must be received by the Commission at least **12 business days** prior to the meeting. Other items that are not subject to the public notice should submit all documents (email preferred) at least **7 business days** in advance of the meeting date.

Fees:

- **RDA and NOI** - **Posting Fee**, paid to 'Town of Dalton' - $125
- **NOI** - **Notice to Abutters** - $25 – list must be obtained from the Dalton Assessor's Office
- **NOI for Wetlands Protection Act filing only** - **Permit Fee** - amount depends on the scope of project. Please see the NOI Instructions to calculate Permit Fee. The NOI fee is split between Dalton and the DEP. Send (1/2 fee + $12.50) directly to Town of Dalton Conservation Commission with your application; send (1/2 fee - $12.50) directly to DEP

Application Submittal: [DO ALL THAT APPLY to application type]

- **RDA and NOI –**
  - Email your application and any supporting documents to ConservationCommission@Dalton-MA.gov
  - Send original plus one copy of application and each supporting document, with applicable fee(s), to Dalton Conservation Commission, 462 Main St, Dalton, MA 01226
- **RDA for Wetlands Protection Act filing only –**
  - Submit a copy of your application and documents to MA DEP Western Region – Wetlands, 436 Dwight St. Springfield, MA 01103
- **NOI for Wetlands Protection Act filing only –**
  - Please file online at eDEP and share your application with "DaltonConservation" so we may review the digital copy. If online filing poses a hardship, please contact the C
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