



# TOWN OF UPTON

## ADMINISTRATIVE LAND DISTURBANCE PERMIT APPLICATION

*The undersigned wishes to submit an Administrative Land Disturbance Review Application as defined in the Chapter 242 Stormwater Management By-Laws of the Town of Upton and re-quests a review and determination by the Stormwater Authority of said Land Disturbance Plan.*

**Trigger for completing this application: clearing or disturbing between 1,500 sq. ft. and 20,000 sq. ft. of land  
When under 20,000 sq. ft. of land are cleared the work can be approved administratively and does not require  
a public meeting/hearing.**

### **A. GENERAL INFORMATION**

1. Applicant/Owner

Address \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

2. Owner (if different from applicant)

Address \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

3. Representative (if any):

Firm \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

4. Contractor (if any):

Firm \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

### **B. PROJECT SITE INFORMATION**

1. Street \_\_\_\_\_

2. Assessors Map/ Block # \_\_\_\_\_ Parcel Lot # \_\_\_\_\_

3. Brief Project Description \_\_\_\_\_

## **C. APPLICATION**

A completed application for an Administrative Land Disturbance Review shall be filed **with Stormwater Authority (Conservation Commission)**. **Approval must be obtained prior to the commencement of land disturbing activity within limits for an Administrative Review defined above. The Administrative Land Disturbance Review Application shall include:**

- 1. A completed Application Form with original signatures of all owners
- 2. Narrative describing the proposed work including existing site conditions, proposed work and methods to mitigate any stormwater impacts.
- 3. Two (2) hard copies of the plan and one electronic copy that include:
  - a. Existing site features including structures, pavements, plantings, and stormwater management systems etc.,
  - b. Proposed work including proposed stormwater management systems and limits of disturbance.
  - c. Basic erosion and sedimentation controls.
- 4. Payment of the application and review fees (\$100, check made out to the Town of Upton).

## **D. SIGNATURES**

*I hereby certify under the penalties of perjury that the foregoing Administrative Land Disturbance Permit application and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge.*

Signature of Applicant: \_\_\_\_\_

(if different than owner)

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of property owner \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_