

April 24, 2024

TOWN OF WESTWOOD

Commonwealth of Massachusetts



CONSERVATION COMMISSION WETLANDS PROTECTION REGULATIONS

Section A: BUFFER ZONE ACTIVITY REGULATION

Section B: PERMITTING PROCESS

Section C: FEES REGULATIONS

Section D: PLAN REQUIREMENTS

Section E: ADDITIONAL REQUIREMENTS

PREAMBLE

These regulations are adopted by the Town of Westwood Conservation Commission ("Commission") pursuant to Section 7 of the Westwood Wetlands Protection Bylaw ("Bylaw"). The Commission has the responsibility to regulate and control activities that may have a significant or

incremental effect on freshwater wetlands in the Town of Westwood under the dual authority of the Massachusetts Wetlands Protection Act, G.L. c. 131, § 40 (“Act”) and the Bylaw. In carrying out its responsibility under the Act, the Commission is guided by regulations promulgated pursuant to the Act found in 310 CMR 10.00 et seq. Insofar as the Bylaw provides additional and more stringent protections for wetlands, in particular with respect to proposed activities within the buffer zones to such wetlands, these regulations are intended as additional requirements supplementing those in the Act and the regulations hereunder. In addition these regulations are intended to provide guidance for applicants with respect to certain administrative and procedural requirements under the Bylaw.

These regulations consist of multiple sections.

Section A contains particular provisions relating to proposed buffer zone activities, which is one of the primary areas in which the Bylaw contains more stringent protections than the Act.

Section B contains a general outline of the permitting process and is primarily informational.

Section C addresses fees for the various categories of applications and projects that may be submitted for review under the Bylaw.

Section D contains requirements for plans which must accompany each application

Section E contains additional requirements.

For further information and assistance with these regulations or the Bylaw, please contact the Conservation Agent, 781-251-2580.

The Westwood Conservation Commission published a legal notice in the Daily News Transcript on February 5, 2008. A public hearing was held on February 13, 2008, and the regulations were adopted unanimously

WESTWOOD CONSERVATION COMMISSION
BUFFER ZONE ACTIVITY REGULATIONS

Section A.

PERMITS and CONDITIONS

A-1 – General principles

Lands within 100 feet of Wetland Resource Areas (200 feet in the case of rivers and perennial streams) (also known as Upland Buffer Zone Resource Areas) are presumed important to the protection of wetland resources because activities undertaken in close proximity to Wetland Resource Areas have a high likelihood of adverse impact upon those Wetland Resource Areas, either immediately, as a consequence of construction, or over time, as a consequence of daily operation or existence of the activities. These adverse impacts from construction and use can include, without limitation, erosion, siltation, loss of groundwater recharge, poor water quality, nutrient runoff, vegetation change, and loss of wildlife habitat. The Commission therefore may require that the applicant maintain a strip of continuous, undisturbed vegetative cover in part or all of the Upland Buffer Zone Resource Area and set other conditions thereupon.

A growing body of evidence suggests that even “no disturbance” areas reaching 100 feet from Wetland Resource Areas are insufficient to protect many important Wetland Resource Area characteristics and values. Thus, in general, the Commission discourages any work or activity within 100 feet of Wetland Resource Areas (200 feet in the case of rivers and perennial streams) and encourages applicants to pursue reasonable alternatives outside of the Upland Buffer Zone Resource Area whenever possible.

In the case of new subdivisions, reasonable alternatives include reconfiguring or reducing the number of lots so that no permanent structures will be built in any Upland Buffer Zone Resource Area or Wetland Resource Area on any lot. In other words, the Commission will not permit permanent structures within 100 feet of a Wetland Resource Area or within 200 feet of a river or perennial stream in the case of subdivisions created after March 1, 1998.

A-2 – Requirement of continuous naturally vegetated buffer strip

If work within the Upland Buffer Zone Resource Area is approved by the Commission, the Commission may require that the applicant maintain a continuous naturally vegetated buffer strip within the Upland Buffer Zone Resource Area with the aim of minimizing adverse impact to the Wetland Resource Area. This naturally vegetated buffer strip will be a minimum of 10 feet in width or 35 feet in width depending when the lot was created. (See By-Law for more specific details). (100 feet in the case of rivers and perennial streams). Depending on the particular characteristics of the site, the Commission may require more than 10/35 feet (100 feet in the case of rivers and perennial streams) of naturally vegetated buffer. These characteristics include slope, soil characteristics, type of vegetation, surface hydrology, the relative size of the wetland, buffer and surrounding watershed, and the position of the wetland within the watershed, and whether the wetland is an Outstanding Resource Water pursuant to 314 CMR 4.06.

If the total amount of new impervious and semi-pervious surface area created by a project within the Upland Buffer Zone Resource Area is greater than 400 square feet or is closer than 30/55 feet from the Wetland Resource Area (or 120 feet in the case of rivers or perennial streams), the Commission will require the applicant to provide clear and convincing evidence that the project will not have significant adverse impact on any adjoining Wetland Resource Area. Activities prohibited

in the naturally vegetated buffer strip shall include construction of buildings, sheds, garages or other accessory structures, swimming pools, tennis courts, septic systems, installation of lawn, removal of trees or shrubs, placement of wood chips or bark mulch, dumping of leaves or lawn refuse, grading, removal of naturally occurring leaf litter and debris, and other landscaping activities which interfere with the naturally occurring vegetation of the area. With respect to septic systems, a permit from the Board of Health will not necessarily preclude the Commission from denying a permit for a septic system in order to preserve a naturally vegetated buffer strip. Removal of exotic invasive species and/or planting of native species of vegetation in the naturally vegetated buffer strip may be permitted with the prior approval of the Commission. This permission shall be requested and granted in writing. Footpaths through the naturally vegetated buffer strip may be permitted as long as they are no wider than 3 feet, minimize disturbance to the natural vegetative cover, are not covered with asphalt, gravel, wood chips, or other material, and do not encroach upon Wetland Resource Areas.

A-3 – Previously altered Upland Buffer Zone Resource Areas

In the case of lots where the Upland Buffer Zone Resource Areas has previously been altered, the Commission may require mitigation in the form of plantings to enhance an existing vegetated buffer or to create additional vegetated buffer before allowing any further alteration in any part of the Upland Buffer Zone Resource Area.

A-4 – Temporary disturbance

The Commission may permit temporary disturbance in a naturally vegetated buffer strip in cases where the applicant has proven to the Commission's satisfaction that no harm is likely to result to the Upland Buffer Zone Resource Areas as a result of the temporary disturbance. Once the activity is completed, the area will be allowed to return to natural vegetation and function. The Commission will establish specific time frames and conditions for allowing temporary disturbances, and will set criteria for assessing the successful return of the naturally vegetated buffer strip to natural functions. Any subsequent disturbance or activity will require a new application.

A-5 - Information

Depending upon the scope of the project, the Commission may require that the applicant provide adequate information regarding the following so as to enable the Commission to evaluate whether any form of permanent or temporary disturbance is appropriate:

- 1) Values and functions of the Wetland Resource Area or Upland Buffer Zone Resource Areas.
- 2) Pre-project characteristics of the site, i.e. slope, soil type, vegetation cover, etc.
- 3) Wildlife habitat and rare species present on the site. Wildlife habitat serves a variety of functions in support of wildlife. Food, water, breeding space, shelter, security, movement and migration space, and connections to other habitat areas are all important. All of these wildlife habitat functions are presumed to exist in all resource areas.
- 4) The character of the activities proposed.
- 5) Reasonably practicable alternatives to the proposed activities, including reducing the scale and scope of the project. Options that appear to be precluded only by self imposed constraints shall be

considered as reasonably practicable alternatives. The Conservation Commission may deny a permit if the applicant fails to provide the information requested. "Information" in this instance includes site visits by the Commission and its staff or representatives for the purpose of directly observing pre-project and post-project conditions on the property, at seasonally appropriate times.

A-6 – Permanent markers

In cases where the Commission is concerned about the possibility of future owners encroaching on resource areas, the Commission may require the placing of permanent markers to indicate the boundaries of the naturally vegetated buffer strip, and may require that the boundaries of and prohibitions on activities in the naturally vegetated buffer strip be expressed in covenants in all deeds to succeeding owners of the property or of portions thereof.

A-7 – Deed restriction

In cases where the Commission believes it is important for future owners to be put on notice regarding a naturally vegetated buffer strip, the Commission may require an applicant to execute and record a Grant of Restriction in a form acceptable to the Commission and the Town Counsel, identifying the land to remain naturally vegetated, and referencing any other perpetual conditions required by the Commission.

A-8 Permanent Structures in Upland Buffer Zone Resource Areas

In order to avoid adverse impacts to Wetland Resource Areas and Upland Buffer Zone Resource Areas, the Commission may require all permanent structures to remain outside the Upland Buffer Zone Resource Area. In certain cases, e.g. where there is already an existing structure within a Wetland Resource Area or Upland Buffer Zone Resource Area, or in the case of a legal building lot created prior March 1, 1998, the Commission, in order to avoid hardship to the property owner, may permit structures or additions to structures within the Upland Buffer Zone Resource Area. In such cases, the Commission may require mitigation in the form of plantings to enhance an existing vegetated buffer or to create additional vegetated buffer before allowing any further alteration in any part of the Upland Buffer Zone Resource Area.

A-9 Additional Plantings

Protected areas adjacent to water resources, often referred to as Upland Buffer Zone, provide a number of functional capacities including the attenuation of pollutants or excess nutrients, aesthetic value, recreation areas and habitat essential to the wildlife in the area. In order to reduce the adverse affect of activity within this area, the Commission may require additional plantings for activities within the Upland Buffer Zone Resource Areas. Generally, (1) tree 3" DBH may be requested for every 400 square feet of disturbance within the Upland Buffer Zone. The type of tree shall be approved by the Commission and or its agent and the exact placement shall be at the discretion of the applicant.

A-10 Tree and Plant Removal in the Upland Buffer Zone Resource Area

When activities within Upland Buffer Zone Resource Areas involve removal of vegetation, the Commission may require additional plantings or other mitigative actions as established in the Town of Westwood Conservation Commission Tree and Plant Removal Guidelines. Plantings or mitigative actions required under the Tree and Plant Removal Guidelines may be in addition to any requirements specified in Section A of these regulations, including Subsections A-2, A-3, A-8, and A-9.

WETLANDS PERMITTING PROCESS WITH THE CONSERVATION COMMISSION

Section B. Permitting Process

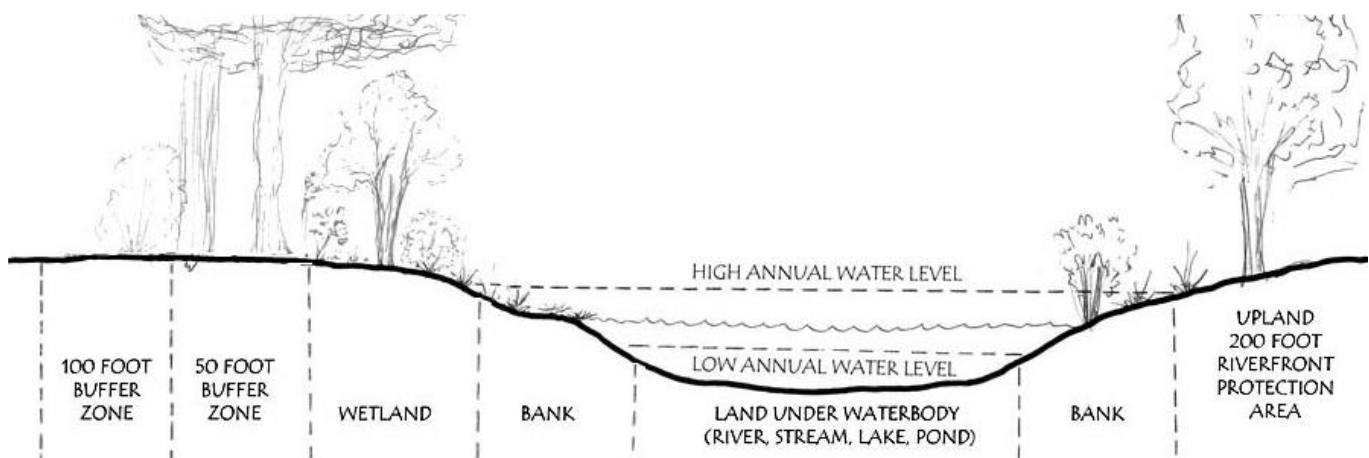
Activities that will remove, fill, dredge, or alter ponds, wetlands or buffer zone, are prohibited without first obtaining a permit from the Conservation Commission. Regulated activities

Include, but are not limited to:

- Building Construction
- Vegetation Removal
- Grading or Excavation
- Depositing Yard Waste
- Septic System Installation
- Discharging Storm water

Regulated resource areas include wetlands and ponds, and their associated buffer zone, which extends 100' beyond these protected areas. In addition, riverfront is a regulated resource area that extends 200' out from perennial streams of any size.

The Town's bylaw provides greater protection than State law. The inner 10/35 feet of the wetland buffer zone, that is the required *naturally vegetated strip*, is a special area (See Sec. A-2). Please check with the Commission's agent of the exact width of the "*naturally vegetated strip*" for your project. Isolated areas of flooding, including vernal pools, are protected and so are water bodies themselves.



Following is a brief outline of the typical process, timeline for filing and brief descriptions of frequently used permit applications. Each project is unique and we welcome you to visit us in the Conservation Office to discuss the details of your project.

Typical process:

- Visit the Conservation Office to review maps & discuss the project.
 - Determine with Conservation Staff if your project will occur within a resource area.
 - Work with a professional to complete the required application.
 - Contact the Conservation Office to arrange a site visit.
 - The Commission's agent will publish a legal ad in a local publication prior to your hearing. I.
- Attend public hearing(s) to review your plan with the Conservation Commission.
- Receive approval/denial from Conservation Commission.
 - Record Order of Conditions prior to commencement of work.
 - Proceed with work, obeying Conditions of the permit.
 - Upon completion of work, submit a Request for Certificate of Compliance.
 - You are ultimately responsible for what happens on your property.

Typical timeline:

- Submit appropriate permit application to Conservation Office.
- Allow a minimum of 14 days for the Commission to review your material.
- You will also need to publish a legal ad prior to your hearing. The Commission's agent can help with this as well.
- Conservation Commission will hold a public hearing within 21 days of receiving the application.
- Conservation Commission issues a decision within 21 days from the close of the public hearing.
- There is a 10 day appeal period from the date of issuance of the order for the applicant, abutter, or a ten person resident group. Documentation to demonstrate previous participation is required.

Frequently Used Permit Applications: (forms and instructions can be found on the Conservation page of the town of Westwood, <http://www.townhall.westwood.ma.us/>)

Request for Determination of Applicability (RDA): used for small projects typically located outside wetlands, where the applicant requests the Conservation Commission to determine if the

Massachusetts Wetlands Protection Act or the Town Wetlands Protection Bylaw is applicable to the proposed work activity. This submission shall be made on the form (WPA Form 1) according to instructions required by State regulation 310 CMR 10.05 (3)(a)(b). The application and plans must be submitted via the Electronic Application Portal which is available through the Town of Westwood webpage: <https://westwoodma.portal.opengov.com/>. No paper copies are required.

A public meeting on requests under both Town and State regulations shall be held at the same time. The Conservation Commission will issue a positive or negative Determination of Applicability. A positive determination means the applicant must submit a Notice of Intent and a negative determination means the applicant may proceed with work following conditions placed by the Commission.

Notice of Intent (NOI): typically used to permit large projects such as house construction, major additions, or a new septic system that involves significant excavation and/or alteration of existing grades, soils and vegetation within a jurisdictional wetland area. The Notice shall be submitted on the form (WPA Form 3) according to instructions required by State regulation 310 CMR 10.05(4). The application and plans must be submitted via the Electronic Application Portal which is available through the Town of Westwood webpage: <https://westwoodma.portal.opengov.com/>. No paper copies are required.

A public hearing under both Town and State regulations shall be held at the same time.

The Conservation Commission will approve or deny the project through the issuance of an Order of Conditions (OOC) that regulates how the project shall be conducted in order to protect resource areas. The OOC must be recorded at the Registry of Deeds prior to commencement of work. A Certificate of Compliance (COC) is the document an applicant or property owner receives from the Conservation Commission once all the work permitted under an OOC has been satisfactorily completed. When the OOC specifies, the applicant must also submit an As-Built plan and an engineer's certification that the work was completed in compliance with the OOC.

Abbreviated Notice of Resource Area Delineation (ANRAD): allows an applicant to confirm the delineation of a Bordering Vegetated Wetland (BVW) or other wetland resource areas. This is helpful in understanding resource area boundaries for future site planning. Other applications may be more suitable for your specific project and can be found on the DEP website.

For more information: Westwood Conservation Commission, 781-251-2580.

WESTWOOD WETLANDS PROTECTION BYLAW
REGULATIONS FOR FEES

SECTION C. APPLICATIONS AND FEES

Project Fee Schedule

At the time of an application – including Notice of Intent, ANORAD or RFD - the applicant shall pay a filing fee, via the Electronic Application Portal, according to the following schedule:

1. Minor project - house addition of less than 10% of the existing house footprint; driveway, tennis court, swimming pool or septic repair; landscaping or other accessory residential activity if proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource area is less than 2,000 square feet; or other projects not exceeding 2,000 square feet of impact to Resource Area or Buffer Zone Resource Area – **\$100**
2. Major project – house addition of greater than 10% but less than 50% of the existing house footprint; expansion of existing septic system; landscaping in which proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource Area exceeds 2,000 square feet - **\$250 plus \$1 per 10 square feet of permanent or temporary impact to the Resource Area or Buffer Zone Resource Area**
3. New single family dwelling or expansion of existing house of greater than 50% of the original footprint (including a teardown and rebuilding of an existing house); new septic system; landscaping in which proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource Area exceeds 5,000 square feet - **\$500 plus \$1 per 10 square feet of proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource Area.**
4. Subdivision - road and utilities only - **\$750 plus \$5 per foot of road sideline proposed within the Resource Area or Buffer Zone Resource Area.** For the purposes of fee determination the term roadways in the case of subdivisions shall include all common and private driveways associated with new lot construction.
5. Drainage, detention/retention basins - **\$750 plus \$1 per 10 cubic feet of basin proposed within the Resource Area or Buffer Zone Resource Area.** The \$750 fee will apply to each independent or each network of hydraulically connected detention basins, retention basins, catch basins, or combination of swales, infiltration pits, and dissipation fields that: are located in whole or in part in a Resource Area or Buffer Zone Resource Area, and/or discharge into a Resource Area or Buffer Zone Resource Area, directly or indirectly; and require substantial review of pre and post drainage calculations. Swales, infiltration pits, and dissipation fields networked with detention, retention, or catch basins will not be assessed an additional fee. The above notwithstanding, in no case shall the fee for projects involving drainage structures be less than \$750.

6. Multiple dwelling structure - **\$500 plus \$100/unit, all or part of which is within the Resource Area or Buffer Zone Resource Area, plus \$1 per 10 square feet of proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource Area**

7. Institutional, commercial and industrial projects, other than minor projects - **\$750 plus \$1 per 10 square feet of proposed permanent or temporary impact to the Resource Area or Buffer Zone Resource Area.**

8. Application for Determination of Applicability - **\$100.**

9. Application for ANORAD – **\$1 per linear foot of delineated Wetland Resource Area.**

10. Application filed after Enforcement Order – **Double applicable fee** 4. Consultant Fee Schedule
At any point prior to or during any hearing on an application filed pursuant to the Westwood Wetland Protection Bylaw, the Commission may require the applicant to pay a consultant fee for the reasonable costs and expenses borne by the Commission for the services of specific expert consultants deemed necessary by the Commission to aid in the review of proposed projects. The maximum consultant fee charged to reimburse the Commission for reasonable costs and expenses shall be according to the following schedule:

Project Cost (\$) Maximum Fee (\$)

Up to 100,000 **500**

100,001 - 500,000 **2,500**

500,001 - 1,000,000 **5,000**

1,000,001 - 1,500,000 **7,500**

1,500,001 - 2,000,000 **10,000**

Each additional \$500,000 project cost increment (over \$2,000,000) - **may be charged not more than an additional \$2,500 maximum fee per increment.** The project cost means the estimated, entire cost of the project, including but not limited to, resource area delineation, building construction, site preparation, landscaping, and all site improvements. The consultant fee shall be paid pro rata for that portion of the project cost applicable to those activities within resource areas protected by the Bylaw. The project shall not be segmented to avoid the consultant fee. The applicant shall submit estimated project costs at the Commission's request, but the lack of such estimated project costs shall not impact payment of the consultant fee. The Commission may waive the filing fee, consultant fee, and costs and expenses for a permit or other application or Request for Determination of Applicability filed by a government agency. The Commission shall have the discretion to waive all or part of the fee in the case of a landscaping project that improves wetland values, for example a project to control exotic invasive species and restore native species.

11. Amendment to any document requiring additional plan review - \$100.00 per review.

12. Request for Certificate of Compliance – residence – \$100.00 - non residence - \$100.00
Commercial or residential subdivision - \$200.00

13. Emergency Certificate - \$100.00

14. Agent Site Visit (at the applicant's request) residential - \$25.00 per hour – non residence
\$45.00 per hour.

OUTSIDE CONSULTANTS: (GL Ch. 44 § 53G)

As provided by GL Ch. 44 § 53G, the Town of Westwood Conservation Commission may impose reasonable fees for the employment of outside consultants, engaged by the Conservation Commission, for specific expert services deemed necessary by the Commission to come to a final decision on an application submitted to the Conservation Commission pursuant to the requirements of the Wetlands Protection Act (GL Ch. 131 § 40), the Town of Westwood non-zoning wetlands Bylaw, Article 18, Conservation Commission Act (GL Ch. 40 § 8C), or any other state or municipal statute, Bylaw Article 18 or regulation, as they may be amended or enacted from time to time.

Funds received by the Conservation Commission pursuant to these rules shall be deposited with the town treasurer who shall establish a special account for this purpose. Expenditures from this special account may be made at the direction of the Conservation Commission without further appropriation as provided in GL Ch. 44 § 53G. Expenditures from this account shall be made only in connection with the review of a specific project or projects for which a consultant fee has been collected from the applicant. Specific consultant services may include but are not limited to resource area survey and delineation, analysis of resource area values, hydro geologic and drainage analysis, impacts on municipal conservation lands, and environmental or land use law. The consultant shall be chosen by, and report only to, the Commission and/or its Administrator.

The Conservation Commission shall give written notice to the applicant of the selection of an outside consultant, which notice shall state the identity of the consultant, the amount of the fee to be charged to the applicant, and a request for payment of said fee in its entirety. Such notice shall be deemed to have been given on the date it is mailed or delivered. No such costs or expenses shall be incurred by the applicant if the application or request is withdrawn within five days of the date notice is given. The fee must be received in its entirety prior to the initiation of consulting services. The Commission may request additional consultant fees if necessary review requires a larger expenditure than originally anticipated or new information requires additional consultant services.

Failure by the applicant to pay the consultant fee specified by the Commission within ten (10) business days of the request for payment shall be cause for the Commission to determine that the application is administratively incomplete (except in the case of an appeal). The Commission shall state such in a letter to the applicant, copied to the DEP. No additional review or action shall be taken on the permit request until the applicant has paid the requested fee. Failure by the applicant to pay the consultant fee specified by the Commission within ten (10) business days of the request for payment shall be cause for the Commission to deny the permit application.

The applicant may appeal the selection of the outside consultant to the Westwood Board of Selectmen, who may disqualify the outside consultant selected only on the grounds that the consultant has a conflict of interest or does not possess the minimum required qualifications. The minimum qualifications shall consist of either an educational degree or three or more years of practice in the field at issue or a related field. Such an appeal must be in writing and received by the Westwood Board of Selectmen and a copy received by the Conservation Commission, so as to be received within ten (10) days of the date consultant fees were requested by the Conservation Commission. The required time limits for action upon the application shall be extended by the duration of the administrative appeal.

WESTWOOD WETLANDS PROTECTION BYLAW

PLAN SUBMITTAL REQUIREMENTS

All applications require clear and accurate plans sufficient to enable the Commission to locate property lines, the location of all existing and proposed structures and work areas and the location of all wetlands and buffer zone areas. The absence of adequate plans shall, in and of itself, be sufficient reason to deny any application. In general all such plans must be stamped, dated and signed by a professional engineer or surveyor. In the case of a minor project, or a request for determination of applicability, the Commission may waive the requirement for a stamped plan, however the burden remains with the applicant to provide a clear and accurate plan that otherwise meets all applicable requirements. In the event of any uncertainty or dispute over any matter set forth on a plan, the Commission may withdraw any such waiver and a stamped plan shall be required.

Section D. PLAN CHECK LIST

Scale of plans should be 1" = 40 feet or greater unless specified otherwise.

Each single lot plan must show the following:

- Outline or "**footprint**" of the **foundation** of any proposed house or other structure using a foundation
- All proposed and existing **driveways and parking lots**
- The location and type of all **proposed utilities**
- The **limit of each wetland**
- The wetland line **flag numbers**
- **Areas subject to flooding**
- **Riverfront area**

- Every other resource area defined by Article 18, Act, DEP wetlands regulations, or regulations under Article 18.
- Topographic contours in at least five-foot intervals
- The limit of the 100-foot buffer zone described by the Act and DEP wetland regulations
- The **10/35 foot buffer zone required** by Article 18
- The **limit of proposed work activity** and ground disturbance
- The **total number of square feet of ground disturbance** falling within a resource area, buffer zone, or riverfront area
- The location and type of proposed **sedimentation controls**
- The limit of **any proposed lawn** or other landscaping
- The limit of the Watershed and Aquifer Protection Districts, if applicable.
- The limit of the **FEMA floodplain or the 100-year floodplain**, if applicable.
- Large boulders and outcroppings of ledge.
- All **existing and proposed structures**, features, and outbuildings, including barns, sheds, stables, and paddocks.
- **Porches, decks, and patios**
- Drainage systems, including sumps, French drains, and dry wells - any other **outdoor amenities**, including without limitation, gardens, sprinkler systems, pools, whirlpools, Jacuzzi, sport courts, basketball, and tennis courts
- Any other proposed structure, feature, and amenity the construction or operation of which could affect the interests of the Bylaw, Act. DEP wetland regulations or these Bylaw regulations.
- The distance between the proposed **limit of work line** and the nearest part of the resource area.
- The distance between the **foundation** and the nearest part of the resource area.
- The distance between the **proposed lawn** and or other landscaping and nearest part of each resource area.
- The inner/outer riparian zones identified in the **Rivers Protection Act**.

Additionally, **for plans involving any removal of vegetation** within any resource area, buffer zone, or riverfront area, each single lot plan must show the following:

- **Existing vegetation** including tree lines, canopy layer, shrub layer, and ground cover, noting stand-alone trees and forest communities
- The location, type (tree or shrub), species, and diameter at breast height (DBH) of **any tree with a four (4) inch DBH or larger planned for removal** within any resource area, buffer zone, or riverfront area
- The **total number of trees of any size planned for removal** within any resource area, buffer zone, or riverfront area
- **Delineation and number of square feet of any other vegetation layer planned for removal** within any resource area, buffer zone, or riverfront area
- The location, type (tree or shrub), species, and (for trees) caliper size of **proposed replacement plantings and new plantings**
- The **total number of proposed replacement and new plantings** (including, for tree plantings, the number by caliper size)
- Any other information that may be necessary for or requested by the Commission to make determinations with respect to its Tree and Plant Removal Guidelines

Plan Check List

AS-BUILT PLAN OF FOUNDATION

For projects involving the construction of a house or other structure having a foundation, once the foundation has been laid but before framing begins, the applicant shall submit to the Commission an as -built plan, on a 1 inch = 40 feet or larger scale, that has been stamped, dated, and signed by a professional engineer or a professional land surveyor. The plan shall show:

- In a solid line, the location and dimensions of the foundation as built
- In a broken line, the location and dimensions of the foundation as shown on the plan approved by the Commission as set forth in the Order of Conditions
- The limits of all resource areas
- The edge of the 10 foot and 100 foot buffer zones bordering each resource area
- The limits of any floodplain
- The distance in feet between the foundation and the nearest part of each resource area
- The location and type of sediment controls

- The limits of disturbed area
- The contours in at least five foot intervals

WESTWOOD WETLANDS PROTECTION BYLAW

Section E. ADDITIONAL REQUIREMENTS

1. MOTOR VEHICLES

Due to the adverse impact environmentally, as well as safety considerations for those enjoying conservation areas within Westwood, **MOTOR VEHICLES**, or other devices containing internal combustion engines for the purpose of transporting one or more individuals, including electric vehicles, are not permitted on lands under the care, custody, and control of the Westwood Conservation Commission.

This regulation does not pertain to emergency vehicles, or vehicles granted permission by the Conservation Commission.

2. ACTIVITIES INVOLVING TREE AND PLANT REMOVAL

When activities within Wetlands Resource Areas, Upland Buffer Zone Resource Areas ("buffer zones"), or riverfront areas ("riparian zones") involve removal of vegetation, the Commission may require additional plantings or other mitigative actions as established in the Commission's Tree and Plant Removal Guidelines.