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December 5, 2025

Hingham Conservation Commission
Town Hall
210 Central Street
Hingham, MA 02043

**RE: Request for Certificate of Compliance for Order of Conditions
76 Clubhouse Drive, Hingham MA
DEP File No. SE 034-1387**

Dear Members of the Commission:

The Applicant and Homeowner, Patrick & Maura Harold, is requesting approval for work completed under the Order of Conditions (The Order) issued by the Commission on December 7, 2020 under DEP File No. SE 034-1387 and is requesting a Certificate of Compliance.

McKenzie Engineering Group, Inc. (MEG) has reviewed the As-Built Plan and Order of Conditions issued by the Commission to which the development of 76 Clubhouse Drive, Hingham, Massachusetts is to be built. MEG has conducted site inspections during construction and conducted an as-built survey in December of 2025, which is being submitted herewith. Based on MEG's site inspections and as-built survey, We hereby submit the following documents for approval:

1. WPA Form 8A – Request for Certificate of Compliance & Hingham RCOC Checklist.
2. "As-Built" Plan prepared by McKenzie Engineering Group, Inc. dated December 1, 2025.
3. Signed letter certifying compliance with the Order of Conditions (this letter).
4. Post Construction Site Photos.
5. Filing Fee (\$50 – Residential)

I certify that based on site inspections and current site conditions as shown on a plan entitled "As-Built Plan", dated December 1, 2025, prepared by McKenzie Engineering Group, Inc. that the project located at 76 Clubhouse Drive in Hingham, Massachusetts was completed in substantial compliance with the Order of Conditions issued by the Hingham Conservation Commission with the following noted;

1. As-Built mitigation landscaping bed layouts vary slightly from the approved locations and were adjusted based on field conditions, the total landscaping mitigation areas within the 0-50' wetland buffer and 50'-100' wetland buffer both exceeds the requirements of The Order.
2. An outdoor shower with crushed stone and stepping stone base was installed adjacent to the home and based on inspection complies with the intent of The Order.

On behalf of the applicant, MEG respectfully request that the Commission consider issuing a Certificate of Compliance for the Project. Please contact the undersigned with any questions you may have.

Very Truly Yours,

MCKENZIE ENGINEERING GROUP, INC.



Austin Chartier, P.E.
Project Manager

Cc: Patick & Maura Harold



TOWN OF HINGHAM CONSERVATION COMMISSION

APPLICATION CHECKLIST REQUEST FOR CERTIFICATE OF COMPLIANCE (COC)

Please submit the following when requesting a Certificate of Compliance under the MA Wetlands Protection Act and Hingham Wetlands Protection By-Law. Submit one (1) copy of the following to the Conservation Office and an electronic copy of the complete request to conservation@hingham-ma.gov. A complete Request will be added to the next available Conservation Commission agenda.

- WPA Form 8A: [Request for Certificate of Compliance](#) 76 Clubhouse Drive CoC
SE 34-1387
- A check payable to the town of Hingham for the [Town of Hingham Wetlands Protection Bylaw fee](#)
- \$50 for Residential
 - \$100 for Commercial
 - Please redact bank account information from photocopies
- A letter from a registered professional engineer, surveyor, architect, or landscape architect, as applicable, certifying substantial compliance with the approved plans and describing what deviations, if any, exist from the plans approved in the Order of Conditions. The letter should also document compliance with any applicable special conditions. A certification letter without the requested information will be deemed incomplete.
- Post construction site photos of the completed work including established vegetation where required.
- The Conservation Commission's [Policy on Receipt of Information](#)
- Optional – [Voluntary 21 Day Waiver \(COC\)](#)
- If required pursuant to Special Conditions of the Order of Conditions (any other required documentation not listed below should also be included):***
- Mitigation Planting Area progress report to include status of plantings, photos of planting area, and dates of installation.
- Final As-built Plan signed and stamped by a Massachusetts Registered Professional Engineer or Land Surveyor showing post-construction conditions within all areas under the jurisdiction of the MA Wetlands Protection Act and the Hingham Wetlands Protection By-Law. This plan shall include at a minimum:
- All wetland resource area boundaries with associated buffer zones and regulatory setback areas taken from the plan(s) approved in this Order of Conditions;
 - Locations and elevations of all stormwater management conveyances, structures and best management designs, including foundation drains, constructed under this Order within any wetland resource area or buffer zone;
 - Distances from any structures constructed under this Order to wetland resource areas - "structures" include, but are not limited to, all buildings, septic system components, wells, utility lines, fences, retaining walls, and roads/driveways;
 - A line delineating the limit of work - "work" includes any filling, excavating and/or disturbance of soils or vegetation approved under this Order;
 - Mitigation planting areas constructed under this Order, as applicable.



WPA Form 8A – Request for Certificate of Compliance

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by DEP

A. Project Information

Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



Upon completion of the work authorized in an Order of Conditions, the property owner must request a Certificate of Compliance from the issuing authority stating that the work or portion of the work has been satisfactorily completed.

1. This request is being made by:

Patrick & Maura Harold

Name

76 Clubhouse Drive

Mailing Address

Hingham

City/Town

MA

State

02043

Zip Code

781-871-2111

Phone Number

2. This request is in reference to work regulated by a final Order of Conditions issued to:

Patrick & Maura Harold

Applicant

December 7, 2020

Dated

034-1387

DEP File Number

3. The project site is located at:

76 Clubhouse Drive

Street Address

134 - Block 276

Assessors Map/Plat Number

Hingham

City/Town

25

Parcel/Lot Number

4. The final Order of Conditions was recorded at the Registry of Deeds for:

Patrick & Maura Harold

Property Owner (if different)

Plymouth

County

54130

Book

336

Page

Certificate (if registered land)

5. This request is for certification that (check one):

- the work regulated by the above-referenced Order of Conditions has been satisfactorily completed.
- the following portions of the work regulated by the above-referenced Order of Conditions have been satisfactorily completed (use additional paper if necessary).

- the above-referenced Order of Conditions has lapsed and is therefore no longer valid, and the work regulated by it was never started.



WPA Form 8A – Request for Certificate of Compliance

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by DEP

A. Project Information (cont.)

6. Did the Order of Conditions for this project, or the portion of the project subject to this request, contain an approval of any plans stamped by a registered professional engineer, architect, landscape architect, or land surveyor?

Yes If yes, attach a written statement by such a professional certifying substantial compliance with the plans and describing what deviation, if any, exists from the plans approved in the Order.

No

B. Submittal Requirements

Requests for Certificates of Compliance should be directed to the issuing authority that issued the final Order of Conditions (OOC). If the project received an OOC from the Conservation Commission, submit this request to that Commission. If the project was issued a Superseding Order of Conditions or was the subject of an Adjudicatory Hearing Final Decision, submit this request to the appropriate DEP Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/find-the-massdep-regional-office-for-your-city-or-town.html>).

PHOTO 1: WESTERLY VIEW FROM UPPER WALKWAY OF MITIGATION PLANTINGS



PHOTO 2: EASTERLY OF LOWER PATIO AREA



PHOTO 3: EASTERLY VIEW OF REAR YARD MITIGATION PLANTING



PHOTO 4: EASTERLY VIEW OF WEST YARD MITIGATION PLANTINGS



HINGHAM WETLAND REGULATIONS

APPENDIX C

Policy on Receipt of Information

(Revised March 4, 2024)

1. New applications/filings must be submitted to the Conservation office (by certified mail or hand delivery) two weeks prior to the meeting date, on Monday by noon, to facilitate the placement of the legal ad and to allow timely review by the Conservation Officer (if the office is closed on Monday due to a holiday, then the information is due on the preceding Friday by noon). Conservation staff will review the application for administrative completeness. Upon receipt of a complete application, a hearing or meeting will be scheduled in accordance with the 310 CMR 10.05(5) and the Wetland Regulations, Section 7.6.
2. If deemed necessary, based on the Commission's meeting schedule, Conservation staff may request the applicant *voluntarily* waive the 21 day statutory deadline for holding a public hearing or issuing a Determination of Applicability.
3. Requests for additional information may be made by the Commission members or their agent to clarify the scope of the project or determine compliance with the 310 CMR 10.00 and/or the Hingham Wetland Regulations. Such requests, if not made at the public hearing, will be communicated to the applicant or their representative as promptly as possible.
4. Additional information requested by the Commission or their agent in accordance with No.3, must be submitted to the Conservation office a minimum of 7 days prior to the meeting date, on Monday by noon. If the office is closed on Monday due to a holiday, the information is due on the preceding Friday by noon. *Revisions submitted after the established deadline may not receive a review, thereby resulting in a continuance to the next available meeting.*
5. The Commission may engage the peer review services of an outside consultant as provided by M.G.L. Ch. 44, § 53G, to be paid for by the applicant, for specific expert review deemed necessary to come to a final decision on a submitted application. Specific consultant services may include but are not limited to, review of a Notice of Intent, Wetland Resource Area Delineation, Stormwater/Drainage Reports, etc. The consultant shall be chosen by the Conservation Commission by vote at the public hearing, and report only to the Commission or its agent. *Requested additional information/revisions by the peer reviewer is required a minimum of two weeks prior to the hearing date.*
5. All supplemental documentation and revised plans must include a revision date and must be date stamped by the Conservation office upon receipt. If this information is not present, the documents may be considered incomplete and may not receive a timely review, thereby resulting in a continuance to the next available meeting.
6. Please note that all supplemental documentation and revised plans submitted to the Commission for a pending application, subject to the MA Wetlands Protection Act, must also be sent to the DEP Southeast Regional Office, 20 Riverside Dr., Lakeville, MA 02347

The Hingham Conservation Commission is committed to a thorough and timely review of each application and an efficient hearing process. Cooperation with this policy is appreciated to facilitate these efforts. Exceptions to this policy may be made by the Conservation staff if deemed warranted. Please sign and include with your filing. Thank you.



Applicant or Applicant's Representative Signature

12/1/2025

Date



TOWN OF HINGHAM CONSERVATION COMMISSION

VOLUNTARY 21 DAY WAIVER (Request for COC)

As set forth under the MA Wetlands Protection Act Regulations, 310 CMR 10.05(9), and the Town of Hingham Wetland Regulations, Section 7.12(a), the Conservation Commission is required to issue a Certificate of Compliance within 21 days of receipt of a WPA Form 8A and statement that work, subject to the Final Order of Conditions, has been satisfactorily completed. The Commission may also refuse to issue a Certificate of Compliance if it determines that the work has not been completed in compliance with the Order.

Due to the Commission's established meeting schedule the Conservation Commission is unable to act on the request within the statutory deadline and hereby requests the applicant waive the aforementioned 21 day requirement. If you choose to waive this deadline, your request will still be heard and decided upon in a timely manner.

The undersigned hereby waives the 21 day time period for the Commission to issue a Certificate of Compliance until: _____

Date

For the following application: _____

Address

DEP File No/Local By-Law No.

A handwritten signature in blue ink, appearing to be "John A. [unclear]", is written over a horizontal line.

Applicant Signature

Print

Date