



TOWN OF HINGHAM

CONSERVATION COMMISSION

APPLICATION CHECKLIST REQUEST FOR ADMINISTRATIVE REVIEW

Please submit the following information to the Hingham Conservation Commission:

- One (1) complete, signed copy of the most recent Administrative Review Form, available at <http://www.hingham-ma.gov/DocumentCenter/View/5693>
- A check for the Town of Hingham Wetlands Protection Bylaw fee, \$30, made out to **Town of Hingham**
- A signed copy of the Conservation Commission's Policy on Receipt of Information, available at <http://www.hingham-ma.gov/DocumentCenter/View/5389>
- A brief narrative describing the proposed activity
- One (1) complete copy of project plans that include the following information:
 - Location of all known resource areas
 - 50 and 100 foot buffer lines from resource areas
 - 200 foot Riverfront Area, if applicable
 - FEMA Floodplain boundaries, if applicable
 - Location of existing structures and/or vegetation
 - Location of proposed structures and/or vegetation
 - Shortest distance from proposed disturbed areas to known resources
- Completed Direct Abutter Notification Form and Affidavit Form available at:
<http://www.hingham-ma.gov/DocumentCenter/View/5390>
<http://www.hingham-ma.gov/DocumentCenter/View/5391>