



# TOWN OF GROVELAND

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*Groveland Conservation Commission*

## **GROVELAND CONSERVATION COMMISSION** **What Permit Do I File?**

These guidelines are intended to assist applicants in determining what permit is required for a project. A permit may be necessary under the Massachusetts Wetlands Protection Act, MGL Chapter 131, Section 40, and the Town of Groveland Wetlands Protection Bylaw. There are fees associated with all of the permits and the applicant should refer to the Groveland Conservation Commission Fee Schedule and check on the DEP website. For any questions regarding these filings, please call, write or email: the Commission, 183 Main St. Groveland, MA 01834, (978) 556-7214 [grovelandcc@yahoo.com](mailto:grovelandcc@yahoo.com).

*I have a project I want to do on my property and it is 200 feet or closer to a resource area (stream, brook, river, swamp, marsh, wetland, or a Mass DEP designated wetland area), What Permit Do I File For?*

### **GRDA (Groveland Request for Determination Applicability/MA DEP RDA)**

- Generally we will only accept GRDA filings and issue a permit under this filing for projects that are between 75 and 100 feet away from wetland resources.
- With the River Act Protection where a project is 100 to 200 feet away from a river or perennial stream we may allow for a GRDA filing and issue a permit.
- GRDA permits may also be issued when no building permits are required, no filling is taking place and no excavation is taking place. Items such as tree cutting, fence placement, above ground pools, placement of riprap or mulch, and removal of dead trees would be permitted under a GRDA filing even up to 25 feet way from wetland resources.
- GRDA hearings do not require any advertising or notice to abutters.
- GRDA permits are generally letter permits voted and approved by the Commission and signed by at least one Commissioner. The permit will list any specific conditions required by the Commission including scheduling and avoidance of the seasonal restriction. The Commission will also issue Determination of Applicability as required by MA DEP.
- GRDA permits do not need to be filed at the Registry of Deeds.
- GRDA hearings may result in a negative determination meaning the Commission decides that a permit is not necessary for the work proposed. The Commission may also decide that a full Notice of Intent needs to be filed if the situation or proposed project merits it.

### **GNOI Only (Groveland Notice of Intent)**

- GNOI filings and permits under this filing are for projects that are no closer than 50 feet from wetland resources.
- GNOI Only filings do not require a State DEP Notice of Intent filing.

**GROVELAND CONSERVATION COMMISSION**  
**WHAT PERMIT DO I FILE FOR?**

- GNOI Only filings require the applicant to notify all abutters within 300 feet of the property by mail describing the project, the location, the type of filing, how abutters can see the plans and the hearing date and location. This notice is only provided once, at least ten days before the first hearing. The applicant must bring proof of mailing and green cards showing receipt of the notice. A list of abutters is obtained from the Tax Assessors office.
- GNOI permits will usually contain a full set of Orders of Condition; they are approved by the full Commission and signed by a majority of Commissioners.
- GNOI Only permits must be filed at the Registry of Deeds.
- Projects filed under a GNOI Only hearing may be denied. Applicants, abutters or anyone may appeal the Commission's decision on the permit by filing an appeal with the Massachusetts Superior Court within 60 days of the permit being issued.

**GNOI /NOI (Groveland Notice of Intent with a Mass DEP Notice of Intent)**

- GNOI/NOI filings and permits under this filing are for projects that are less than 50 feet from wetland resources or disturbing wetland resources in any amount.
- GNOI/NOI filings require a State DEP Notice of Intent filing in addition to the Groveland Bylaw filing.
- GNOI/NOI filings require the applicant to notify all abutters within 300 feet of the property by mail describing the project, the location, the type of filing, how abutters can see the plans and the hearing date and location. This notice is only provided once, at least ten days before the first hearing. The applicant must bring proof of mailing and green cards showing receipt of the notice. A list of abutters is obtained from the Tax Assessors office. In addition the hearing must be advertised in a local paper no later than two weeks before the hearing.
- GNOI/NOI permits will contain a full set of Orders of Condition issued on the State DEP form and a full set of Conditions issued under the Wetland Bylaw; they are approved by the full Commission and signed by a majority of Commissioners.
- GNOI/NOI permits must be filed at the Registry of Deeds.
- Projects filed under a GNOI/NOI hearing may be denied. Applicants, abutters or anyone may appeal the Commission's decision on the bylaw portion of the permit by filing an appeal with the Massachusetts Superior Court within 60 days of the permit being issued. Appeals may be made on the DEP portion of the permit by filing an appeal with Mass DEP within ten days of the permit being issued.

**GANRAD/ANRAD (Groveland Abbreviated Notice of Resource Area Determination / Mass DEP Abbreviated Notice of Resource Area Delineation)**

- The purpose of a GANRAD/ANRAD filing is to have the Commission and the applicant agree on the type, location and extent of wetland resources on a property before any project is proposed. This is generally used for larger developments so designers can better plan use of the property before committing to extensive proposals that may need to be changed if the wetland resources are not known ahead of time.
- GANRAD/ANRAD filings require both a State DEP filing and the Groveland Bylaw filing.

**GROVELAND CONSERVATION COMMISSION**  
**WHAT PERMIT DO I FILE FOR?**

- GANRAD/ANRAD filings require the applicant to notify all abutters within 300 feet of the property by mail describing the project, the location, the type of filing, how abutters can see the plans and the hearing date and location. This notice is only provided once, at least ten days before the first hearing. The applicant must bring proof of mailing and green cards showing receipt of the notice. A list of abutters is obtained from the Tax Assessors office. In addition the hearing must be advertised in a local paper no later than two weeks before the hearing.
- GANRAD/ANRAD decisions are documented in an Order of Resource Area Determination (ORAD) issued on the State DEP form and a similar form (GORAD) issued under the Wetland Bylaw; they are approved by the full Commission and signed by a majority of Commissioners.
- GANRAD/ANRAD decisions must be filed at the Registry of Deeds.
- Applicants, abutters or anyone may appeal the Commission's findings on the GORAD portion of the decision by filing an appeal with the Massachusetts Superior Court within 60 days of the GORAD being issued. Appeals may be made on the DEP ORAD portion of the decision by filing an appeal with Mass DEP within ten days of the ORAD being issued.

What Permit Do I File For  
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