



Administrative Checklist

Stormwater Management Permit Application

General Information:

All filings must be made on Town of Yarmouth forms found at www.yarmouth.ma.us/325/Conservation. **No new information may be accepted into the Commissioners' packets within the week before a meeting.** The Conservation Commission shall issue a written notice of administrative completeness or deficiencies to an applicant for an application within ten (10) business days of receiving the application. Refer to the meeting and fee schedule. Contact the Conservation Office if you need assistance.

Submitting an Application:

_____ Has the project been reviewed under Site Plan Review?

1 hardcopy of the following:

_____ Completed signed original application (double sided)

_____ List of abutters from the most recent certified record of the Yarmouth Assessor's Office

_____ Stormwater Management Site Plan* (folded separately, right side out with title visible)

_____ Project Narrative including project description and construction sequence per Section 2.04, and how the project meets the performance standards in Section 2.05

_____ Erosion and Sediment Control Plan*

_____ Operation and Maintenance Plan*

*(see Stormwater Management Regulations found at www.yarmouth.ma.us/325/Conservation for required information)

_____ Site Plan Review comments

_____ Checklist for Stormwater Report

_____ Proof of delivery of notification to abutters at least 10 days prior to Conservation meeting

_____ Pdf copy of signed application, supporting information and plan(s) emailed to

bdirienzo@yarmouth.ma.us

Please list project property's street address in the pdf file name.

_____ Filing fee: separate check made payable to "Town of Yarmouth"

_____ Legal ad fee: separate check made payable to "Town of Yarmouth"

Please list project property's street address on checks.

Refer to Fee Schedule at <https://www.yarmouth.ma.us/696/Filing-Forms>