

**TOWN OF DUXBURY  
REQUIREMENTS TO FILING  
AN ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION (ANRAD)**

1. The ANRAD should include a site plan showing the wetland flag location and type of wetlands.
2. When filing an ANRAD an applicant uses the MA Wetland Protection Act (WPA) form 4A. The Town of Duxbury does not have separate application form under the Town Wetlands Protection Bylaw. The applicant will however be paying fees both under the Wetland Protection Act and the Town Wetlands Protection Bylaw. The fees under the Town Wetlands Protection Bylaw are listed in the Duxbury Conservation Commission Rules & Regulations (Appendix A) and on the Town's web page ([www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)).
3. **Filing fee** – The filing fee for an ANRAD under the MA Wetlands Protection Act M.G.L. c. 131, s.40 is determined from the WPA Fee Transmittal Form. **The Town's portion of the total application fee is the sum of the town's share of fee under the Wetlands Protection Act plus the fee under the Town Bylaw and should be made payable to "Town of Duxbury" and submitted with the ANRAD.** The Department of Environmental Protection's (DEP) portion of the fee is sent to DEP, Box 4062, Boston, MA 02211 along with the Fee Transmittal Form. Attach a copy of the checks, transmittal form to the ANRAD.
4. First contact the Conservation Commission Office to obtain the date of the public hearing. An abutter's notification form must be sent by the applicant by certified mail to all abutters within 100 feet of the property line where the proposed project is located.
5. The public hearing must also be advertised so include a \$40 check payable to "Duxbury Clipper" with the ANRAD.
6. **Submit ONE (1) complete copy of the ANRAD and seven (7) copies of the first page of the ANRAD along with eight (8) copies of all accompanying material (plans, specifications, calculations, etc.) to the Duxbury Conservation Commission.**
7. Hand-deliver or send TWO (2) copies of the ANRAD and plans as soon as possible by certified mail to:  
Department of Environmental Protection (DEP)  
Southeast Region  
20 Riverside Drive  
Lakeville, MA 02347
8. You or your representatives should attend the public hearing to explain the project and answer questions.