

**Spencer Stormwater Permit Application Checklist**

Date \_\_\_\_\_  
Name of Applicant \_\_\_\_\_ Tel # \_\_\_\_\_  
Signature of Applicant \_\_\_\_\_  
Address of Applicant(s) \_\_\_\_\_  
Type of Permit\* \_\_\_\_\_  
Location of property \_\_\_\_\_ Map/Parcel# \_\_\_\_\_  
Name(s) of Property Owner(s) \_\_\_\_\_ Tel # \_\_\_\_\_  
Address(es) of Property Owner(s) \_\_\_\_\_

Is proposed Land Conversion Activity\*\* Equal to or Greater than 1 Acre?  
(check one): Yes \_\_\_\_\_ No \_\_\_\_\_

**If Yes, Stormwater Permit Required. If No, Answer Questions 1 – 3, below:**

1. Is proposed work located within 100 feet of any existing or proposed inlet to any storm drain, catch basin, or other storm drain system component discharging to any lake, pond, river, stream, or wetland?  
(check yes or no) Yes \_\_\_\_\_ No \_\_\_\_\_
2. Does project occur on or result in a slope of 15% or greater?  
(check yes or no) Yes \_\_\_\_\_ No \_\_\_\_\_
3. Does proposed Land Conversion Activity disturb greater than 10,000 square feet in area? (check yes or no) Yes \_\_\_\_\_ No \_\_\_\_\_

**If Yes to 2 or more of the above, Stormwater Permit Required. If Yes to less than 2 of the above, No Stormwater Permit Required.**

Other approvals/permits required: \_\_\_\_\_

Is project located in the Aquifer Protection District? (check yes or no) Yes \_\_\_\_\_ No \_\_\_\_\_

Will this project relocate/reconfigure/repave an existing driveway or build a new driveway?  
(check yes or no) Yes \_\_\_\_\_ No \_\_\_\_\_

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\* This form must be completed for all projects that disturb soil or vegetation.

\*\*Definition of Land Conversion Activity: Any new Development, Redevelopment, Clearing\*\*\*, or Disturbance of Land\*\*\*\*.

\*\*\* Definition of Clearing: Any activity that removes or disturbs the vegetative surface cover.

\*\*\*\* Definition of Disturbance of Land: Any action, including clearing, that causes a change in the position, location, or arrangement of soil, sand, rock, gravel or similar earth material.

**Please submit a copy of application and supporting documents to [mgervais@spencerma.gov](mailto:mgervais@spencerma.gov)**

# TOWN OF SPENCER

Office of Development & Inspectional Services



Planning Board  
Zoning Board of Appeals  
Conservation Commission  
Board of Health

Town Planner  
Inspector of Buildings  
Health Agent  
Wetland/Soil Specialist

Memorial Town Hall  
157 Main Street  
Spencer, MA 01562

Tel: 508-885-7500 ext. 180  
Fax: 508-885-7519

## Application for Stormwater Permit

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Owner (s): \_\_\_\_\_ Address: \_\_\_\_\_

TAX COLLECTOR SIGNATURE (confirms taxes, liens, etc have been paid): \_\_\_\_\_ DATE \_\_\_\_\_

Applicable Zoning Bylaw Section: \_\_\_\_\_

(See Zoning Bylaw for appropriate section numbers)

Are you filing under the 1985 Zoning Bylaw?  Yes  No If yes, attach an explanation of why and by what zoning freeze mechanism.

Location of Property: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Spencer Assessor's Tax Map Number: \_\_\_\_\_ Parcel Number(s): \_\_\_\_\_

Deed Reference – Worcester Registry of Deeds Book: \_\_\_\_\_ Page: \_\_\_\_\_

Brief description of the application

Check here if additional pages attached to provide more detailed information.

Applicant's signature: \_\_\_\_\_

Owner's signature (s): \_\_\_\_\_

Note: All affected owners must sign the application

\_\_\_\_\_

Date: \_\_\_\_\_

Town Clerk's Date Stamp:

Official Use Only:

Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

Planning Board

Date(s) of Public Hearing (s): \_\_\_\_\_

Checked by:

Date:

- 1) The Conservation Commission may establish fees for Stormwater Permits under its jurisdiction.
- 2) Single-family homes, 2 family homes, and driveways not otherwise requiring Conservation Commission or Planning Board review (Section 5.B.1): \$150 (Submitted to Department of Utilities & Facilities)
- 3) Other minor projects not otherwise requiring Conservation Commission or Planning Board review (Section 5.B.2): \$100