



Checklist for Conservation Commission Applications

For a Request for Determination of Applicability (RDA):

- ✓ **Original, signed** copy of the RDA application (DEP WPA Form 1*)
- ✓ Three (3) additional copies of the RDA application
- ✓ Four (4) copies of the plans
- ✓ Email a PDF copy of the application and plans to conservation@essexma.org
- ✓ A copy of the application with plans must be mailed by certified mail or hand delivered to:

Mass DEP NERO
205B Lowell Street
Wilmington, MA 01887

Your hearing date could be delayed if all materials are not submitted.

For your convenience, DEP Forms and the Abutters List Guidelines can be found on the Commission's webpage at www.essexma.org. Please contact the Administrative Clerk if you have any questions. Contact information can be found on the Conservation Commission's webpage.