



Town of Tyngsborough Conservation Commission

25 Bryants Lane,
Tyngsborough, Massachusetts 01879-1003
Office: (978) 649-2300 x 151
Fax: (978) 649-2301

To: Applicant
From: Tyngsborough Conservation Commission

RE: Filing a **Request for a Certificate of Compliance** with the Commission

When filing with the Commission please note the following:

- Please return 1 copy of a completed WPA Form 8A – Request for Certificate of Compliance (attached) signed and dated.
- Include a copy of the Order of Conditions that has been recorded at the Middlesex North Registry of Deeds.
- Provide an electronic copy of the entire submittal
- Filing Fee (please make the check payable to Town of Tyngsborough):
 - No Fee Required: Orders of Conditions that have not expired.
 - \$100: Orders of Conditions that have expired or were issued more than 3 to 10 years ago.
 - \$300: Orders of Conditions that were issued more than 10 years ago.

The Commission will review your request at a regularly scheduled meeting and issue a Certificate at that time.

Please contact our office if you have any further questions.
Conservation Commission



WPA Form 8A – Request for Certificate of Compliance

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by DEP

A. Project Information

Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



Upon completion of the work authorized in an Order of Conditions, the property owner must request a Certificate of Compliance from the issuing authority stating that the work or portion of the work has been satisfactorily completed.

1. This request is being made by:

Name _____

Mailing Address _____

City/Town _____ State _____ Zip Code _____

Phone Number _____

2. This request is in reference to work regulated by a final Order of Conditions issued to:

Applicant _____

Dated _____ DEP File Number _____

3. The project site is located at:

Street Address _____ City/Town _____

Assessors Map/Plat Number _____ Parcel/Lot Number _____

4. The final Order of Conditions was recorded at the Registry of Deeds for:

Property Owner (if different) _____

County _____ Book _____ Page _____

Certificate (if registered land) _____

5. This request is for certification that (check one):

the work regulated by the above-referenced Order of Conditions has been satisfactorily completed.

the following portions of the work regulated by the above-referenced Order of Conditions have been satisfactorily completed (use additional paper if necessary).

the above-referenced Order of Conditions has lapsed and is therefore no longer valid, and the work regulated by it was never started.



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A. Project Information (cont.)

6. Did the Order of Conditions for this project, or the portion of the project subject to this request, contain an approval of any plans stamped by a registered professional engineer, architect, landscape architect, or land surveyor?

Yes

If yes, attach a written statement by such a professional certifying substantial compliance with the plans and describing what deviation, if any, exists from the plans approved in the Order.

No

B. Submittal Requirements

Requests for Certificates of Compliance should be directed to the issuing authority that issued the final Order of Conditions (OOC). If the project received an OOC from the Conservation Commission, submit this request to that Commission. If the project was issued a Superseding Order of Conditions or was the subject of an Adjudicatory Hearing Final Decision, submit this request to the appropriate DEP Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/find-the-massdep-regional-office-for-your-city-or-town.html>).