



TOWN OF CHESHIRE

191 CHURCH STREET | CHESHIRE, MASSACHUSETTS 01225

PHONE (413) 743-1690 EXT. 105

WWW.CHESHIRE-MA.GOV

CONSERVATION COMMISSION

FEE SCHEDULE

FY26 – Effective 07/01/2025 – 06/30/2026

Fees must be paid at the time of the application filing. Filing Fees must be paid by cash or check, made payable to the Town of Cheshire. Additional fees for publishing a legal notice and abutter notices (if applicable) will be imposed for the following:

- Notice of Intent (NOI)
- Request for Determination of Applicability (RDA)
- Order of Conditions (OoC) Amendment

Legal Notice Fee

This fee is dependent on the word count of the Legal Notice and will be communicated to the applicant at the time of posting. This is required for an NOI, RDA, and an OoC Amendment. The check for the legal notice fee can be made payable to "New England Newspapers, Inc." and dropped off or mailed to the "Town of Cheshire, Conservation Commission" at 191 Church Street Cheshire, MA 01225.

Abutters Notice Mailing Fee

The NOI and OoC Amendment require you to notify your abutters within a 100 ft. radius. A certified list of abutters may be obtained in the Assessor Administrator's Office. Proof of mailing must be provided to the Executive Assistant/Conservation Agent's office located in the Community House at 191 Church Street Cheshire, MA 01225. Both certified mail return receipts (green cards), or a certificate of mailing from the post office, are adequate forms of proof of mailing. If the applicant would prefer that the Executive Assistant/Conservation Agent does this for them, a \$55.00 fee will be imposed.

The "Notification to Abutters" template from the mass.gov website can be found here:

<https://www.mass.gov/doc/notification-to-abutters/download>

Additional fees are based on permit types as specified below:

Request for Determination of Applicability (RDA)

- Residential/Non-Commercial: \$35.00
- Commercial \$75.00

Notice of Intent (NOI)

- MA DEP Filing Fee
 - o The NOI Wetlands Fee Transmittal Form may be found on the mass.gov website at www.mass.gov/dep. Please complete and submit the NOI Wetlands Fee Transmittal narrative accompanying the NOI Wetlands Fee Transmittal Form that explains in one paragraph the calculation of the massDEP Filing Fees for the NOI.

Abbreviated Notice of Resource Area Delineation (ANRAD)

- Residential/Non-Commercial: \$50.00

Approved by the Conservation Commission

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- Commercial: \$100.00

Order of Conditions (OoC) Extension: \$50.00

Order of Conditions (OoC) Amendment: \$50.00

EXECUTIVE ASSISTANT/CONSERVATION AGENT OFFICE HOURS: Monday-Thursday 9:00AM - 4:00PM

CONSERVATION COMMISSION CONTACT INFORMATION:

CONSERVATION AGENT

Mia Francesconi

(413)743-1690 Ext. 101

executiveassistant@cheshire-ma.gov

Respectfully submitted,



Mia Francesconi, Executive Assistant