



TOWN OF DOUGLAS  
**EARTH REMOVAL**  
SPECIAL PERMIT APPLICATION FORM  
*Pursuant to Section 6.1 & 9.3 of the Douglas Zoning Bylaw*

OFFICE USE ONLY	
APPL No.	_____
SUBMITTED	_____
FEE	_____

**I. Owner Information**

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments (If LLC managers name \_\_\_\_\_)

**II. Applicant Information**

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments \_\_\_\_\_

**III. Representative Information**

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments \_\_\_\_\_

**IV. Operator Information**

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_



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V. Site Information

Assessors Map Assessors Parcel Deed Book Deed Page
Street Address Additional Address
City/Town State Zip Code
Are Taxes Current on the Property?

VI. General

Plan View Area of Excavation (Square Feet) Plan View Area of Excavation (Acres)
Total Volume of Excavation (cubic yards) Max. Volume removed per day (cubic yards)
Site Benchmark/Datum Elevation and Description
Bottom Elevation of Proposed Excavation High Groundwater Elevation
Days of Operation Hours of Operation
Requested Permit Start Date Permit End Date (3 yrs or less from start date)

VII. Submittal Requirements

Does the proposed project meet the following conditions?

- 1) Names & addresses of all abutters & all other interested parties as defined by MGL CH 40 § 11 accompanies this submittal.
2) Property lines for the site are have been prepared and stamped by a Professional Land Surveyor.
3) Existing conditions topographic plan showing min. five-foot contour interval accompanies this submittal.
4) Proposed Conditions Plan showing stormwater drainage facilities, final grades, and proposed vegetation and trees to be planted during restoration accompanies this submittal.
5) The submittal is signed and stamped by a Professional Civil Engineer.



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- 6) Does the site contain wetlands?  YES  NO
- 7) Are the wetlands clearly shown on the plan?  YES  NO
- 8) Does the site contain a FEMA FIRM floodplain?  YES  NO
- 9) Is the FEMA FIRM floodplain shown on the plan?  YES  NO
- 10) Does the plan reflect the type of ground cover?  YES  NO
- 11) Does the plan indicate surface water bodies?  YES  NO
- 12) Does this submittal contain an erosion and sediment control plan?  YES  NO
- 13) Does the plan indicate the locations of test pits and borings performed onsite?  YES  NO
- 14) Have test pit or boring logs been included in this submittal?  YES  NO
- 15) Has data and information relative to the amount and cost of proposed restoration materials (and where the Applicant intends to get these materials) been provided?  YES  NO
- 16) Is any proposed excavation within 100 feet of an adjacent property line or an existing public way?  YES  NO
- 17) Is any excavation proposed within 100-feet of a wetland or flood plain?  YES  NO
- 18) Has the site been designed to prevent the accumulation of free standing water, and implemented appropriate stormwater controls?  YES  NO
- 19) Is any part of the proposed excavation within 10 feet of the annual high water table, as determined by test pits, soil borings and groundwater monitoring wells?  YES  NO
- 20) Has a permanent monument been erected onsite and elevation information provided?  YES  NO
- 21) Will all topsoil and subsoil be stripped from the operation area, stockpiled, seeded and maintained for future use in restoring disturbed areas?  YES  NO



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- 22) Are any proposed buildings or structures screened from public view?  YES  NO
- 23) Does the total area of gravel removal operation(s) on the site exceed 10 acres in area?  YES  NO
- 24) Have proposed trucking routes been specified in this submittal?  YES  NO
- 25) Has a dust control plan been stipulated in this submittal?  YES  NO
- 26) Have access roads been aligned properly to screen the operation from public view?  YES  NO
- 27) Are warning signs ("Trucks Entering") to be posted on existing roads at the site entrance location?  YES  NO
- 28) Are the property boundaries clearly marked in the field?  YES  NO
- 29) Is the propose Project located within the Town of Douglas Aquifer Area?  YES  NO

**Section 9.3 Special Permits of the Zoning Bylaws**

**Section 9.3.2 Criteria**

Special permits shall be granted by the Special Permit Granting Authority, unless otherwise specified herein, only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this by-law, the determination shall include consideration of each of the following:

**Has a narrative describing the items below been submitted?**

- 1) Traffic flow and safety, including parking and loading; (section 9.3.2.1)  YES  NO
- 2) Social, economic, or community needs which are served by the proposal(section 9.3.2.2)  YES  NO
- 3) Adequacy of utilities and other public structures; (section 9.3.2.3)  YES  NO
- 4) Neighborhood character and social structures; (section 9.3.2.4)  YES  NO
- 5) Impacts on the natural environment; (section 9.3.2.5)  YES  NO
- 6) Potential fiscal impact, including impact on town services, tax base, and employment. (section 9.3.2.6)  YES  NO



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**VIII. FEES**

The fees for work proposed under this Special Permit Application shall be in accordance with the Town of Douglas Fee Schedule for Special Permit Applications.

Applicants must submit the following information with fee payment:

Fee Calculations

Check Number	_____	Check date	_____
Payor name on check	_____	Applicant name (if different from payor)	_____

**Administrative Filing Fee:** \_\_\_\_\_ **Base:** **\$250**

No. of property Abutters: \_\_\_\_\_ x \$7.33/EA = \_\_\_\_\_

**TOTAL ADMIN FEE:** \_\_\_\_\_

**Project Review & Inspection Fee:**

First Acre:		\$2,000
Total Acres -1 (round up to the next whole number):	_____ Acres	(round up to the next whole number)
	x \$500 /Acre	
Subtotal:	\$ _____	\$ _____
	Total Review Fee:	\$ _____
	(\$2,000)+[(Acres* -1) (\$500)] =	
	*(round up to the next whole number)	

III) Total Application Fee:

I) ADMIN TOTAL: \$ \_\_\_\_\_

II) REVIEW TOTAL: \$ \_\_\_\_\_

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**TOTAL FEE: \$ \_\_\_\_\_**

*\* Please make all checks payable to the Town of Douglas \**

**Note:** Any fees determined to be refundable by the Board having jurisdiction over these fees and the Town Accountant will be returned to the ORIGINAL APPLICANT ONLY- regardless of who funded the application or whose name is on the check.

**IX. SIGNATURES**



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I hereby certify under the penalties of perjury that the foregoing Special Permit Application and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge. I understand that the Planning Board will place notification of this Submittal in a local newspaper at the expense of the applicant in accordance with the requirements of the State Zoning Act.

I further certify under penalties of perjury that a current list of all abutters and other relevant parties of interest were provided to the Planning Board office with current mailing addresses. These parties will be notified by the Douglas Planning Board pursuant to the requirements of the State Zoning Act. Notice must be made in writing by hand delivery or certified mail (return receipt requested) to all abutters within 300 feet of the property line of the project location.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner (if different)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Representative (if any)

\_\_\_\_\_  
Date