|  | Massachusetts Department of Environmental Protection  Bureau of Resource Protection - Waterways program  BRP WW12  Renewal of Simplified License | | Transmittal Number | | |
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|  | A. Simplified License Being Renewed | | | | |
| **Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key. | Simplified License Number | Date Issued | | | |
| 1. Has the structure changed from that previously authorized?  No  Yes: If yes, see note below | | | | |
| 2. Has the use/activity changed from that previously authorized?  No  Yes: If yes, see note below | | | | |
| **NOTE**: An existing Simplified License can only be renewed if the structure and use/activity has remained the same from that which was authorized. If you answered YES to Question #1 or #2, an application for a new simplified license is required. | | | | |
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| B. Applicant Information | | | | |
|  | Print Applicant Name | | | | |
|  | Street Address | City/Town | | State | Zip Code |
|  | Phone Number | Email | | | |
|  | Print Authorized Agent Name (if any) | | | | |
|  | Mailing Address | City/Town | | State | Zip Code |
|  | Phone Number | Email | | | |
|  |  | | | | |
|  | C. Existing Project/Use Information | | | | |
|  | 1.  Property Owner Name (if different from applicant) | | | | |
|  | Project Site Street Address | Project Site City/Town | | County City/Town | |
|  | Tax Assessors Map and Parcel Number | Registered Land?  Yes  No | | | |
|  | Name of waterbody where the project site is located | | | | |
|  | 2. Abutter information | | | | |
|  | List the name & complete mailing address of each abutter (attach additional sheets if necessary). An abutter is defined as the owner of land that shared a common boundary along the water’s edge with the project site, as well as the owner of land that lies within 50’ across a waterbody from the project. | | | | |
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|  | Name | Address | | | |
|  | Name | Address | | | |
|  | D. Project Plans | | | | |
|  | I have enclosed the sketch plan referenced in the simplified License for which a renewal is requested. | | | | |
|  | Yes  No | | | | |
|  | I have enclosed a sketch plan drawn in accordance with the Checklist for Simplified License Plan. | | | | |
|  | Yes  No |  | | | |
|  | E. Certification | | | | |
|  | All applicants, property owners and authorized agents must sign this page. The authorized agent alone may sign all future application correspondence.  “I hereby make application for a renewal of the simplified license previously issued by the Department. The structures and use/activities have not been modified from that which was previously authorized. Upon my signature, I agree to allow the duly authorized presentation of the Massachusetts Department of Environmental Protection to enter upon the premises of the project site at reasonable times for the purpose of inspection.”  “I hereby certify that the information submitted in this application is true and accurate to the best of my knowledge.”  “I hereby certify that I have sent the required fee to MassDEP and a copy of this application to the following officials for the municipality in which the project site is located.” | | | | |
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|  | Please check:  Planning Board  Local Conservation Commission  Board of Selectman  Mayor and City Council | | | | |
|  | Applicant’s Signature | Date | | | |
|  | Property Owner’s Signature (if different from Applicant) | Date | | | |
|  | Authorized Agent’s Signature (if applicable) | Date | | | |
|  | F. Public Notice | | | | |
|  | Dear Mayor/Board of Selectman, Planning Board, and Conservation Commission:  Public notice is hereby given of the request to renew this Simplified License, under the provisions of the Public Waterfront Act M.G.L. Chapter 91 and its regulations at 310 CMR 9.10. The plan is attached for further information.  The Department of Environmental Protection, Waterways Regulation Program, will consider all written comments on this simplified license renewal request received by MassDEP within 30 days of the date this request was filed (the public comment deadline). Failure of any aggrieved person or group of ten citizens or more to submit written comments to the Waterways Regulation Program by the Public Comments Deadline will result in the waiver of any right to an adjudicatory hearing in accordance with 310 CMR 9.13(4)(c).  Written comments must be addressed to: Ben Lynch, Program Chief, MassDEP Waterways Regulation Program, One Winter Street ‑ 5th Floor, Boston, MA 02108. Additional information regarding this application may be obtained by contacting the Waterways Regulation Program at (617) 348-4084. | | | | |
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