



**DIVISION OF
FISHERIES & WILDLIFE**

1 Rabbit Hill Road, Westborough, MA 01581
p: (508) 389-6300 | f: (508) 389-7890
MASS.GOV/MASSWILDLIFE

MESA Project Review Checklist

Massachusetts Endangered Species Act M.G.L. c.131A and Regulations (321 CMR 10.00)

Contact Information

1) Project Location:

Street Address/Location	City/Town	Zip Code
Assessors Map/Plat Number	Parcel /Lot Number	

2) Applicant:

First Name	Last Name	Company
Mailing Address		
City/Town	State	Zip Code
Phone Number	Fax Number	Email address

3) Property owner (if different from applicant):

First Name	Last Name	Company
Mailing Address		
City/Town	State	Zip Code
Phone Number	Fax Number	Email address

4) Representative (if any):

Company		
Contact Person First Name	Contact Person Last Name	
Mailing Address		
City/Town	State	Zip Code
Phone Number	Fax Number	Email address

Additional Information

- 1. Will this project require a filing with the Conservation Commission and/or DEP? No Yes
- 2. Has this project previously been issued a NHESP Tracking Number (either by previous NOI Submittal or MESA Information Request Form)? No Yes, if Yes -Tracking No. _____

Project Description (attach separate sheet, as needed)

Please note, certain projects or activities are exempt from review, see 321 CMR 10.14. The MESA does not allow project segmentation. Your filing must reflect all anticipated work associated with the proposed project (CMR 321 10.16).

Include the Following Information:

ALL Applicants must submit:

- USGS map (1:24,000 or 1:25,000) with property boundary clearly outlined
- Project plans for entire site (including wetland Resource Areas, showing existing and proposed conditions, existing and proposed tree/vegetation clearing line, and clearly demarcated limits of work)
- Assessor’s map or right-of-way plan of site
- Statement/proof that applicant is the Record Owner or that applicant is a person authorized in writing by the record owner to submit this filing
- Photographs representative of the site

Projects altering 10 or more acres, must also submit:

- A vegetation cover type map of the site
- Project plans showing Priority Habitat boundaries

The NHESP may request additional information, such as, but not limited to, species and habitat surveys, wetland reports, soil map and reports, and stormwater management reports (321 CMR 10.16). The NHESP will notify the applicant within 30 days if the materials submitted do not satisfy requirements for a filing and request submission of any missing materials (321 CMR 10.18(1)).

Filing Fee, Payable to Comm. of MA - NHESP (see website for fee information)

a. Total MESA Fee Paid _____ b. Acreage of Disturbance _____ c. Total Site Acreage _____

Required Signatures

I hereby certify under the penalties of perjury that the foregoing MESA filing and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge.

Signature of Property Owner/Record Owner of Property Date

Signature of Applicant (if different from Owner) Date