

# METHUEN CONSERVATION COMMISSION

## **FILING FEE WORKSHEET**

**Fees:** To calculate filing fees, refer to the category fee list found in Chapter 12 section 10.

**Notice of Intent (Form A) or Request for Determination of Applicability (Form C):**  
The fee should be calculated using the following six-step process and worksheet.

**Step 1/ Type of Activity:** Describe each type of activity that will occur in wetland resource area and buffer zone.

**Step 2/ Number of Activities:** Identify the number of each type of activity.

**Step 3/ Individual Activity Fee:** Identify each activity fee from the project categories listed in the fee list/instructions.

**Step 4/ Subtotal Activity Fee:** Multiply the number of activities (identified in Step 2) times the fee per category (identified in Step 3) to reach a subtotal fee amount.

**Step 5/ Alteration Fee:** Identify each area to be altered determining the size of alteration, which then should be multiplied by the required fee for type of alteration.

**Step 6/ Total Project Fee:** Determine the total project fee by adding the subtotal amounts from Step 4 and Step 5.

**Step 1/Type of Activity:**      **Step 2/Number of Activities:**      **Step 3/Individual:**      **Step 4/Subtotal Activity Fee:**