



Office of the Planning Board  
7 Main Street, Unit #7  
Hubbardston, Massachusetts 01452-0206  
Tel. (978) 928-1400 x 209  
FAX (978) 928-1402

**Town of Hubbardston  
Earth Removal  
Permit Application Form**

**I. Owner Information:**

Organization Name		Contact Person
Street Address		Additional Address
City / Town	State	Zip Code
Telephone Number	FAX Number	Email Address

**II. Applicant Information:**

Organization Name		Contact Person
Street Address		Additional Address
City / Town	State	Zip Code
Telephone Number	FAX Number	Email Address

**III. Location of Property:** \_\_\_\_\_

Deed of Property Recorded in \_\_\_\_\_ Registry,  
Book \_\_\_\_\_ Page \_\_\_\_\_ Assessor's Map \_\_\_\_\_ Lot \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Pursuant to the provisions of M.G.L. Chapter 40, Section 57, certification that no debt is owed to the Town of Hubbardston by the applicant or the owner of record must be obtained from the Tax Collector before this application is submitted to the Planning Board.

No Debt is Owed \_\_\_\_\_ Debt is Owed \_\_\_\_\_

Signature of Tax Collector \_\_\_\_\_ Date \_\_\_\_\_



**TOWN OF HUBBARDSTON  
EARTH REMOVAL  
PERMIT APPLICATION FORM**  
*Pursuant to Chapter XIX of the Town of  
Hubbardston's General Bylaws.*

OFFICE USE ONLY
APPL No. _____
SUBMITTED _____
FEE _____

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**I. Owner Information**

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Organization Name		Contact Person
Street Address		Additional Address
City/Town	State	Zip Code
Telephone Number	Fax Number	Email Address
Other Comments		

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**II. Applicant Information**

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Organization Name		Contact Person
Street Address		Additional Address
City/Town	State	Zip Code
Telephone Number	Fax Number	Email Address
Other Comments		

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**III. Representative Information**

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Organization Name		Contact Person
Street Address		Additional Address
City/Town	State	Zip Code
Telephone Number	Fax Number	Email Address
Other Comments		

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**IV. Operator Information**

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Organization Name		Contact Person
Street Address		Additional Address
City/Town	State	Zip Code



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Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_  
Other Comments \_\_\_\_\_

**V. Site Information**

Assessors Map \_\_\_\_\_ Assessors Parcel \_\_\_\_\_ Deed Book \_\_\_\_\_ Deed Page \_\_\_\_\_  
Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_  
City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Other Comments \_\_\_\_\_

**VI. General**

Minor Earth Removal (less than 1,000 c.y./year)  YES  NO  
Major Earth Removal (more than 1,000 c.y./year)  YES  NO  
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 (2 yrs or less from start date) \_\_\_\_\_

**VII. Submittal Requirements**

- 1) Complete Application Form?  YES  NO  
2) Filing Fee in amount described in the Fee Schedule?  YES  NO  
3) Certification from Tax Collector that no debt is owed to the Town by the Applicant and Owner?  YES  NO  
4) List of Abutters and abutters to the abutters within \_\_\_\_\_  YES  NO



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300' of the property line. Such list shall be certified by  
the Board of Assessors.

5) Four copies of the plan depicting the site, area of  
proposed alterations (limit of work), abutters and  
owner?  YES  NO

6) Does the site contain wetlands?  YES  NO  
If yes, describe how the wetlands line was  
determined.

\_\_\_\_\_

\_\_\_\_\_

7) Are the wetlands clearly shown on the plan?  YES  NO  N/A

8) Does the site contain a FEMA FIRM floodplain?  YES  NO

9) Is the FEMA FIRM floodplain shown on the plan?  YES  NO  N/A

10) Does the plan describe/show existing vegetation  
types/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,  
borings or other means to identify the seasonally high  
water table?  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  YES  NO



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implemented appropriate stormwater controls?

- 19) Is any part of the proposed excavation within 4 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
- 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

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## VII. FEES

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

Applicants must submit the following information to confirm fee payment:

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Fee Calculations



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

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



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### VIII. SIGNATURES

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I hereby certify under the penalties of perjury that the foregoing Earth Removal 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 Public Meeting and Notification requirements..

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 Hubbardston Planning Board pursuant to the requirements of the Earth Removal General Bylaws.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



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1. Permit Fee MUST accompany the application. Check or Money Order should be made payable to the "Town of Hubbardston."
2. The Applicant shall be responsible for the payment of any and all legal advertisement fees required by the Hubbardston Planning Board. Payment MUST be made prior to or at the first public hearing for the application.
3. Pursuant to Section 8 of the Earth Removal Rule and Regulations, the Applicant is responsible for the payment of any and all review engineering or other consultant review fees as deemed necessary by the Permit Granting Authority to provide professional review and inspections of the site and operations.
4. The Applicant is responsible for the provision of a Surety and Performance Bond, prior to the initiation of the any Earth Removal, pursuant to Section 9 of the Earth Removal Rules and Regulations.

Application Fees:

One Year Earth Removal Permit	Minor:	Fee: \$250.00
	Major:	Fee: \$500.00
Two Year Earth Removal Permit	Minor:	Fee: \$500.00
	Major:	Fee: \$1,000.00

