

# Massachusetts Department of Environmental Protection

Bureau of Water Resources - Wetlands

## WPA Form 1- Request for Determination of Applicability

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Municipality \_\_\_\_\_

### A. General Information

#### Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



#### 1. Applicant:

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

#### 2. Property Owner (if different from Applicant):

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address (if known) \_\_\_\_\_

#### 3. Representative (if any)

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address (if known) \_\_\_\_\_

### B. Project Description

#### 1. a. Project Location (use maps and plans to identify the location of the area subject to this request):

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

City/Town \_\_\_\_\_

Latitude (Decimal Degrees Format with 5 digits after decimal  
e.g. XX.XXXXX)

Longitude (Decimal Degrees Format with 5 digits after  
decimal e.g. -XX.XXXXX)

Assessors' Map Number \_\_\_\_\_

Assessors' Lot/Parcel Number \_\_\_\_\_

#### b. Area Description (use additional paper, if necessary):

#### c. Plan and/or Map Reference(s): (use additional paper if necessary)

Title \_\_\_\_\_

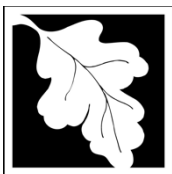
Date \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

[How to find Latitude and Longitude](#)

[and how to convert to decimal degrees](#)



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\_\_\_\_\_  
Municipality

**B. Project Description (cont.)**

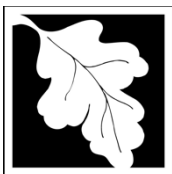
2. a. Activity/Work Description (use additional paper and/or provide plan(s) of Activity, if necessary):

b. Identify provisions of the Wetlands Protection Act or regulations which may exempt the applicant from having to file a Notice of Intent for all or part of the described work (use additional paper, if necessary).

3. a. If this application is a Request for Determination of Scope of Alternatives for work in the Riverfront Area, indicate the one classification below that best describes the project.

- ☐ Single family house on a lot recorded on or before 8/1/96
- ☐ Single family house on a lot recorded after 8/1/96
- ☐ Expansion of an existing structure on a lot recorded after 8/1/96
- ☐ Project, other than a single-family house or public project, where the applicant owned the lot before 8/7/96
- ☐ New agriculture or aquaculture project
- ☐ Public project where funds were appropriated prior to 8/7/96
- ☐ Project on a lot shown on an approved, definitive subdivision plan where there is a recorded deed restriction limiting total alteration of the Riverfront Area for the entire subdivision
- ☐ Residential subdivision; institutional, industrial, or commercial project
- ☐ Municipal project
- ☐ District, county, state, or federal government project
- ☐ Project required to evaluate off-site alternatives in more than one municipality in an Environmental Impact Report under MEPA or in an alternatives analysis pursuant to an application for a 404 permit from the U.S. Army Corps of Engineers or 401 Water Quality Certification from the Department of Environmental Protection.

b. Provide evidence (e.g., record of date subdivision lot was recorded) supporting the classification above (use additional paper and/or attach appropriate documents, if necessary).



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Municipality \_\_\_\_\_

**C. Determinations**

1. I request the \_\_\_\_\_ make the following determination(s). Check any that apply:  
Conservation Commission

- ☐ a. whether the **area** depicted on plan(s) and/or map(s) referenced above is an area subject to jurisdiction of the Wetlands Protection Act.
- ☐ b. whether the **boundaries** of resource area(s) depicted on plan(s) and/or map(s) referenced above are accurately delineated.
- ☐ c. whether the **Activities** depicted on plan(s) referenced above is subject to the Wetlands Protection Act and its regulations.
- ☐ d. whether the area and/or Activities depicted on plan(s) referenced above is subject to the jurisdiction of any **municipal wetlands' ordinance** or **bylaw** of:

\_\_\_\_\_  
Name of Municipality

- ☐ e. whether the following **scope of alternatives** is adequate for Activities in the Riverfront Area as depicted on referenced plan(s).
- \_\_\_\_\_

**D. Signatures and Submittal Requirements**

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

I further certify that the property owner, if different from the applicant, and the appropriate DEP Regional Office were sent a complete copy of this Request (including all appropriate documentation) simultaneously with the submittal of this Request to the Conservation Commission.

Failure by the applicant to send copies in a timely manner may result in dismissal of the Request for Determination of Applicability.

Signatures:

I also understand that notification of this Request will be placed in a local newspaper at my expense in accordance with Section 10.05(3)(b)(1) of the Wetlands Protection Act regulations.

Robert E. Ward

Signature of Applicant

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# City of Haverhill Conservation Commission

HCC Local Application Form 1  
Request for Determination of Applicability

## A. STATUTE APPLICABILITY

This application is being filed with the Commission in accordance with the following (check all that apply):

- ☒ Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40
- ☒ Haverhill Municipal Ordinance Chapter 253

## B. GENERAL INFORMATION

Applicant City of Haverhill

Property Owner City of Haverhill

Representative City of Haverhill

Location (Street Address) 1 Castle Road, Westland Terrace, and Belvidere Heights Dr

Assessor's Parcel Identification 465-1-1; 468-185-52; 468-185-54; 409-1A-1

## C. APPLICATION CHECKLIST

The Commission requires the submittal of this original, completed Form; one (1) paper copy of site plans; and one (1) paper copy of all other materials. Additionally, the Commission requires the submittal of individual PDFs of this Form and all listed application materials. If practical, related items may be combined into a single PDF. PDFs should not mix larger format sheets (e.g. site plans) with smaller sheets (e.g. letters). These submittal requirements also apply to supplemental information provided during the public hearing. The following materials shall be submitted with this form:

- ☒ Completed, current WPA Form 1
- ☒ Project Narrative with a description of resource areas & delineation methodology, a demonstration of compliance with pertinent Performance Standards, and a Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan
- ☐ Site Plans or Sketch clearly describing the location and nature of the work, including such information as site boundaries, wetlands, topography, existing and proposed conditions, vegetation cover, soils, erosion & sedimentation controls, Title 5 compliance, flood storage calculations...(24" x 36" max. sheet size)
- ☒ 8½" x 11" sections of the following maps with project location clearly identified
  - ☐ USGS Quadrangle
  - ☒ MassGIS Orthophoto
  - ☒ City of Haverhill Parcel ID Map, also identifying properties within 300' of subject property
- ☐ Local Filing Fee, payable to the City of Haverhill
- ☐ Other: \_\_\_\_\_

## D. APPLICATION CERTIFICATION

I have read the Department of Environmental Protection's "Instructions for Completing Application" and the City's Municipal Ordinance under Chapter 253, with all applicable regulations and policies, for the filing of this application with the Haverhill Conservation Commission and agree to its terms and conditions, as amended. I understand the submitted NOI, its plans, and all its supporting materials are public records and may be uploaded to the City's website for public review. As required under 310 CMR 10.05(3)a.3, I

City Hall Room 300 • 4 Summer Street • Haverhill, MA 01830 • [www.cityofhaverhill.org](http://www.cityofhaverhill.org)





# City of Haverhill Conservation Commission

## HCC Local Application Form 1 Request for Determination of Applicability

hereby certify that the Massachusetts Department of Environmental Protection and the property owner of the area subject to this request (if not also the applicant) have been notified that this determination is being requested under M.G.L. c. 131, § 40 and/or Haverhill Municipal Ordinance Chapter 253. As required by the Commission, the wetland resource area(s) are flagged, the corners of proposed structures are staked, and the centerline of proposed roadway(s) and/or driveway(s) are marked, as appropriate, to facilitate site inspections by Commissioners and Conservation Staff.

Signed: Robert E. Ward, Director of DPW, Water, WW Divisions

(APPLICANT)

(DATE)

### E. SITE ACCESS ACKNOWLEDGEMENT

I hereby grant the Haverhill Conservation Commission and its officials permission to enter upon my property at \*See Below to review the filed Request for

(STREET ADDRESS AND ASSESSOR'S PARCEL ID)

Determination of Applicability and future site conditions for compliance with the issued Determination of Applicability. The sole purpose of this acknowledgement is to allow the Commission and its officials to perform their duties under the Massachusetts Wetlands Protection Act and the City's wetlands protection ordinance. \*1 Castle Rd, Westland Ter, & Belvidere Heights Dr 465-1-1, 468-185-52, 468-185-54, & 409-1A-1

Signed: Public Property Open During Normal Park Hours

(PROPERTY OWNER)

(DATE)

### F. LOCAL FILING FEE CALCULATION

Request for Determination of Applicability Local Application Fee:	\$100.00*
Advertising Fee:	\$ 45.00
Total Fee Due (checks payable to "City of Haverhill"):	<b>\$145.00</b>

\*Local Application Fee increases to \$150.00 when project is also proposed within a Riverfront Area



# Haverhill

Conservation Department  
Phone: 978-374-2334 Fax: 978-374-2366  
[conservation@haverhillma.gov](mailto:conservation@haverhillma.gov)

## **PROJECT NARRATIVE**

### **AREA DESCRIPTION**

The project proposes vegetation management and parking improvements for the City's Winnekenni Park Conservation Area and Plug Pond Conservation Area connector trail. The connector trail measures approximately 3,000 lf and is aligned with a 20" water main which runs through Winnekenni Park on Castle Road and continues south around Plug Pond. The trail corridor is well vegetated with a mix of native and invasive plants, however erosion is problematic in certain sections. Trail work is planned nearby a bordering vegetated wetland and intermittent stream. The existing parking area is unpaved with no gravel base, and infrastructure is in disrepair. Japanese knotweed severely impacts visibility of the parking lot along Castle Road, where another small BVW exists.

### **WORK DESCRIPTION**

The City of Haverhill proposes minor vegetation management, trail re-grading, and related trail maintenance activities for the trail running from Winnekenni to Plug Pond, as well as similar vegetation management, grading, and related parking area improvements, including line of site vegetation management, for the parking lot on the Winnekenni end. Re-grading of the trail and parking area and removal of invasive knotweed along Castle Road will significantly improve problematic erosion, safety for park visitors, and aesthetics. Minor re-grading will occur along the length of the trail to improve drainage and eliminate standing water on the trail surface. Vegetation management along the trail and parking area will also improve the quality of habitat by removing invasive species. Other improvements may include new signage, new emergency access gates, and the installation of guard rails where deemed necessary. Work will be conducted by the City and through the help of volunteers by offering trail building workdays.

# Winnekenni to Plug Pond Connector Trail Improvements



## DEP Wetlands General Categories

- MARSH/BOG
- WOODED MARSH
- CRANBERRY BOG
- SALT MARSH
- OPEN WATER
- RESERVOIR (WITH PWSID)
- TIDAL FLATS
- BEACH/DUNE

## Property Tax Parcels



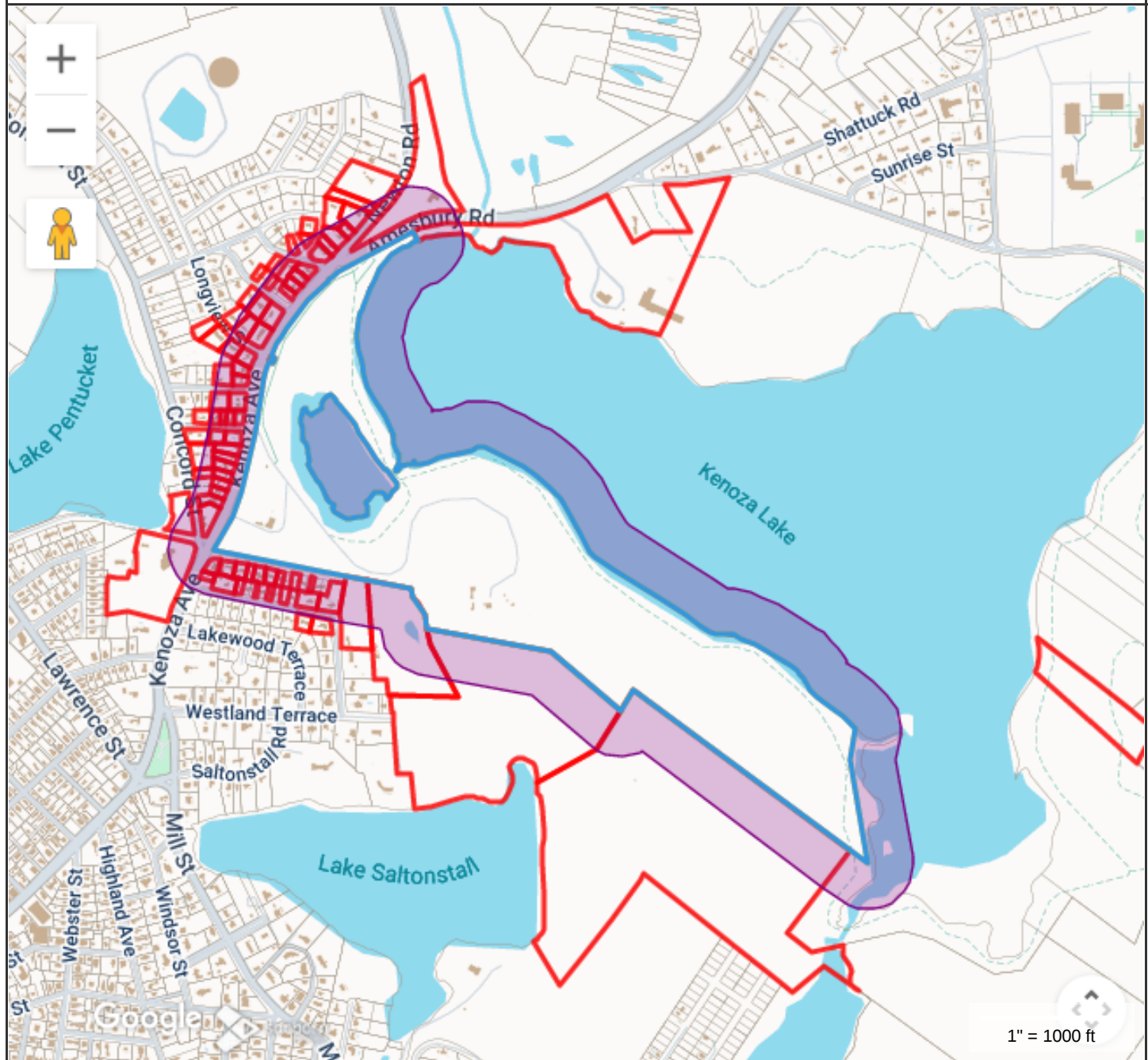
# Winnekenni to Plug Pond Connector Trail Improvements



USGS Topographic Maps  
Property Tax Parcels



## Winnekenni to Plug Pond Connector Trail Improvements Abutters

**Property Information**

**Property ID** 465-1-1  
**Location** 1 CASTLE RD  
**Owner** CITY OF HAVERHILL

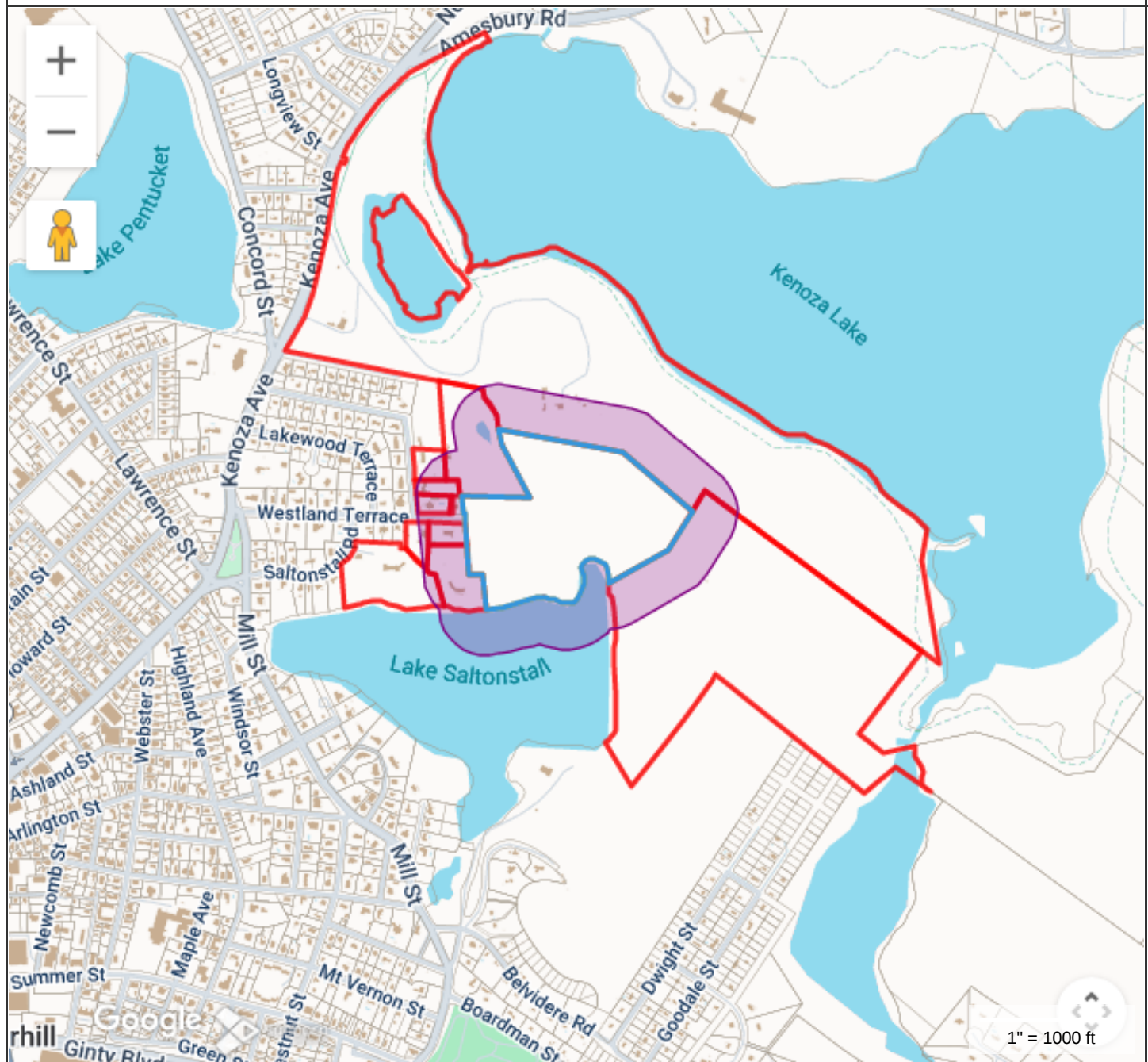


**MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT**

City of Haverhill, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated June 25, 2025  
Data updated June 25, 2025

Print map scale is approximate.  
Critical layout or measurement  
activities should not be done using  
this resource.

**Property Information**

Property ID 468-185-54  
Location WESTLAND TER  
Owner CITY OF HAVERHILL

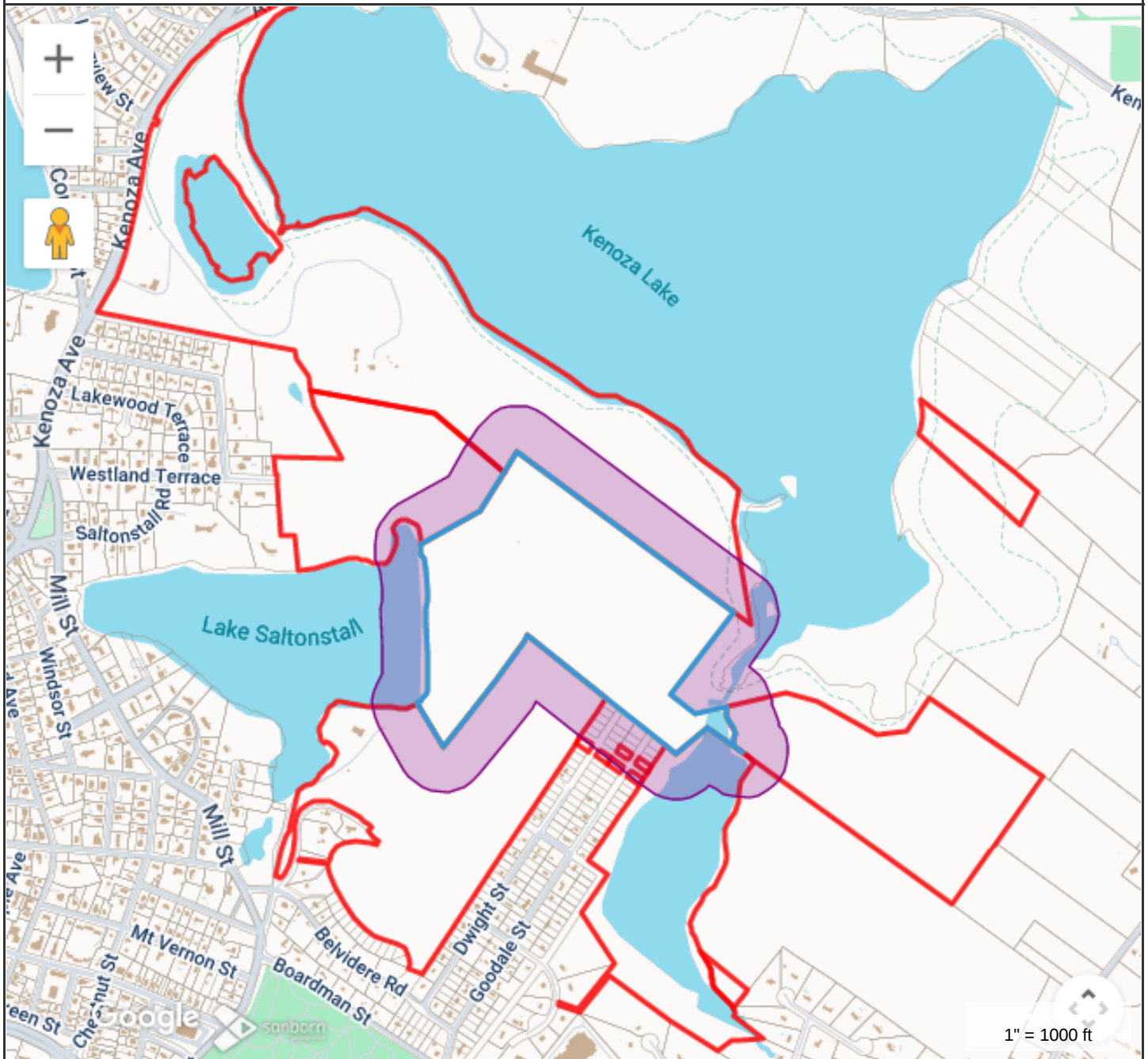
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this resource.

## Winnekenni to Plug Pond Connector Trail Improvements Abutters

**Property Information**

Property ID 468-185-52  
Location WESTLAND TER  
Owner CITY OF HAVERHILL

**MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT**

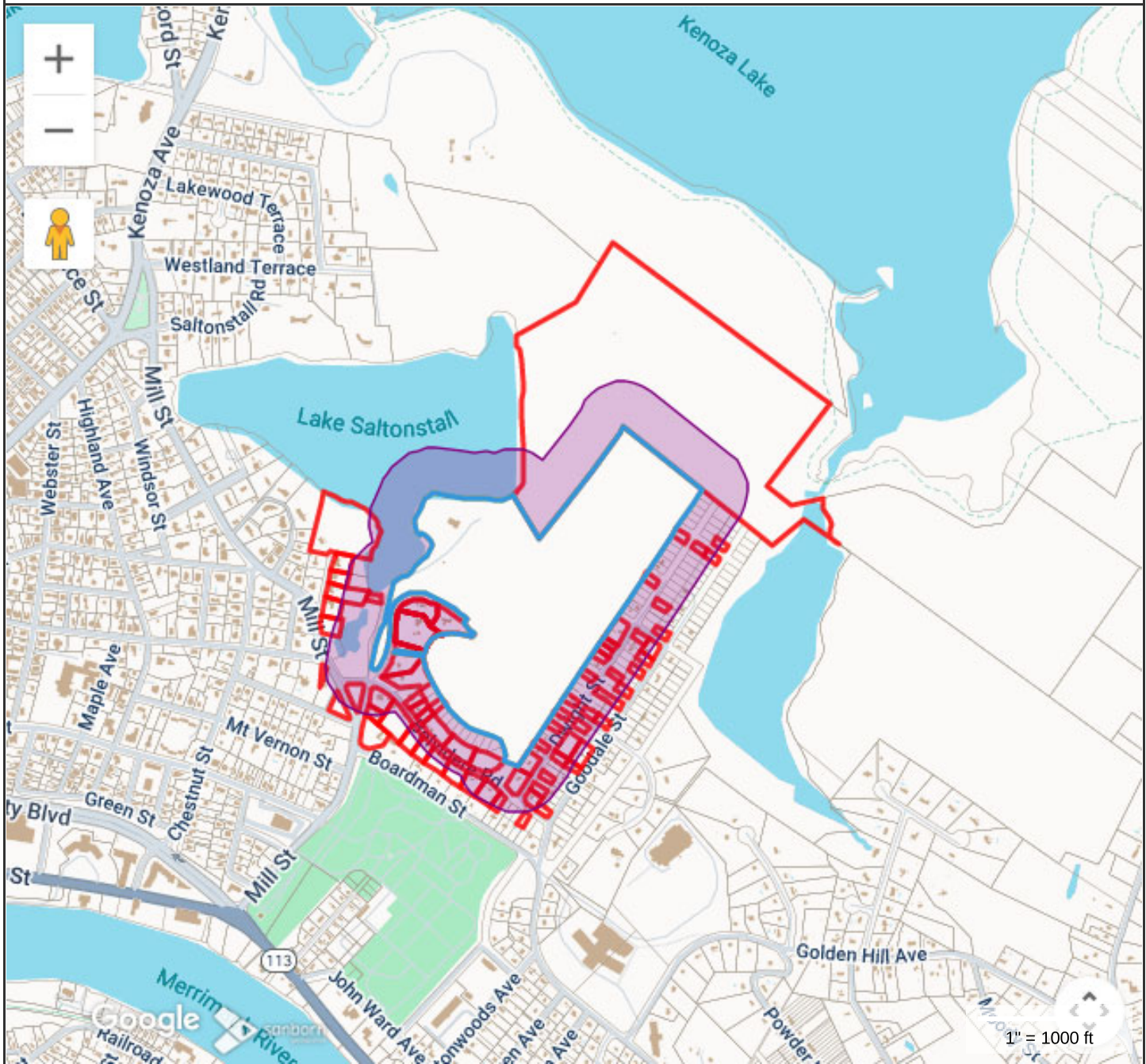
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this resource.



## Winnekenni to Plug Pond Connector Trail Improvements Abutters



## Property Information

Property ID 409-1A-1  
Location BELVIDERE HEIGHTS DR  
Owner CITY OF HAVERHILL

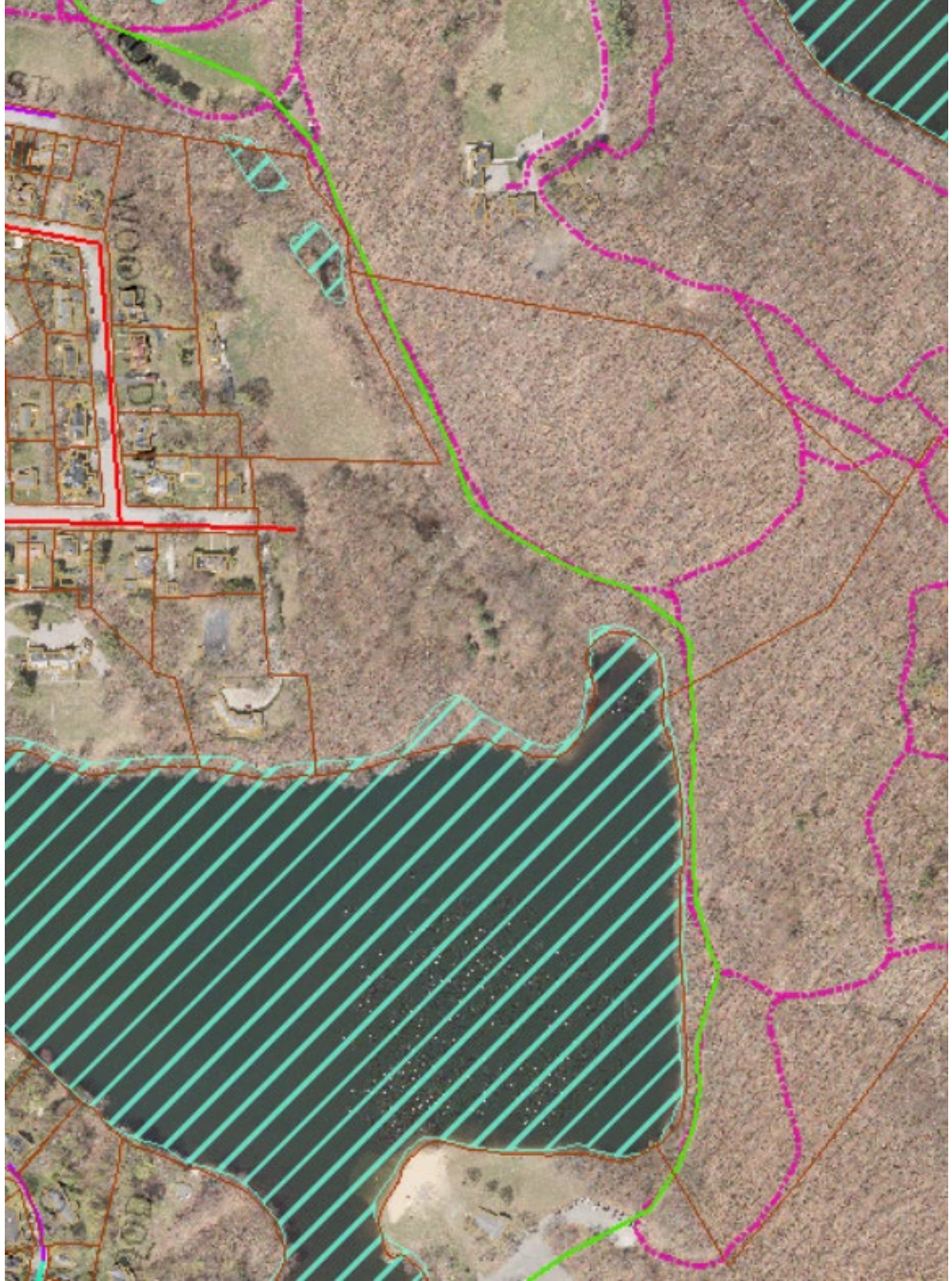
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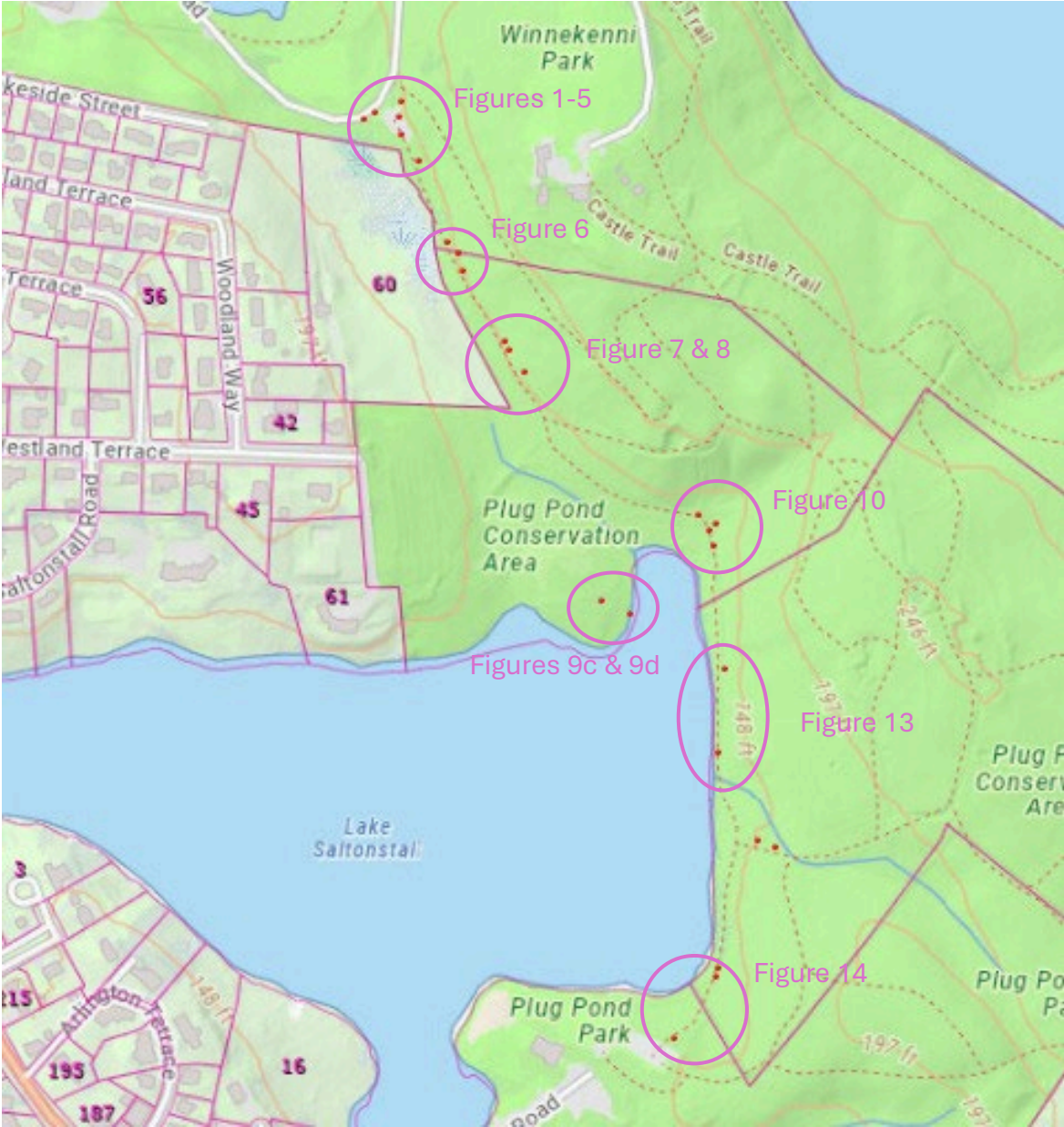
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this resource.





# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos





# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 1  
Panoramic N view of parking area



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 2

S view of connector trail entrance & gate.



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 3

Vegetated island in parking area entrance



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 4a  
Knotweed along west side of parking area.



Figure 4b  
Impacted visibility into parking area

# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 4c  
Knotweed stand along S side of  
Castle Road



Figure 4d  
Knotweed stand along Castle Road



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 5a  
View toward parking area from trail



Figure 5b  
Dead tree at beginning of trail  
to be removed



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 6a  
Washout area along trail in need of crossing



Figure 6b  
View of typical trail surface



Figure 6c  
View along trail showing additional  
bike trail



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 7a

Wet area in need of drainage improvement



Figure 7b

Invasive species along trail

# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 7c  
Wet area in need of drainage  
improvement



Figure 7d  
Wet area in need of drainage  
improvement



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 8

Side trail entrance toward Westland Terrace



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 9a  
View of typical trail surface



Figure 9b  
View of typical trail surface

# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 9d

View north from water on new side trail

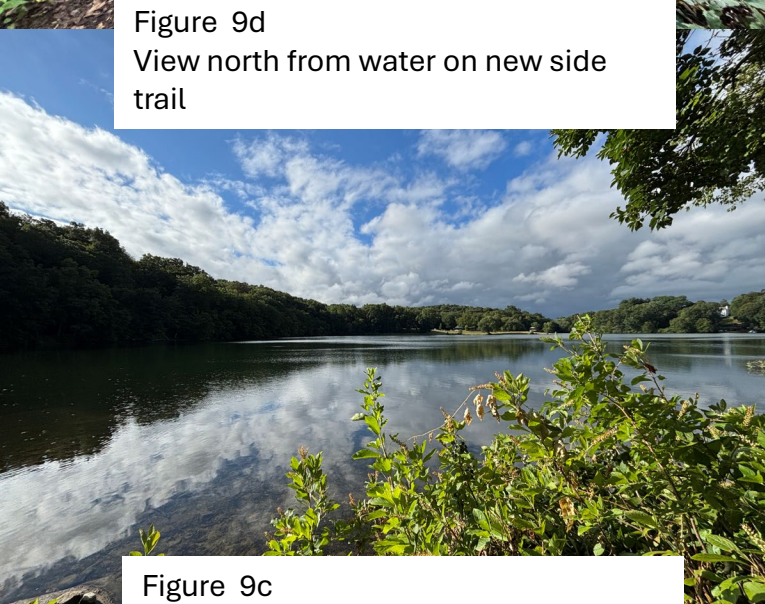


Figure 9c

View of Plug Pond from new side trail



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 10a  
View of trail intersection



Figure 10b  
View northeast where water flows  
from the Castle onto trail



Figure 10c  
South view of area along trail that holds  
water, potential bioretention area



Figure 10d  
North view of area along trail that holds  
water, potential bioretention area



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 11  
Wet area long trail



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 12

Example of some other invasives along the trail



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 13

Eroded shoreline of Plug Pond in sections along trail



# Winnekenni-Plug Pond Connector Trail– August 21, 2025 Photos



Figure 14  
Trailhead from Plug Pond parking area