



**MILLENNIUM ENGINEERING, INC.**  
*Land Surveyors and Civil Engineers*

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May 14, 2025

City of Haverhill  
Conservation Commission  
4 Summer ST  
Haverhill, MA 01830

Re: Request for Determination of Applicability  
Broadway (Between Kristine Lane and Emma Rose Circle)

Dear Members of the Commission:

On behalf of the applicant, JR Builders, Inc., we are submitting an RDA for the above-mentioned property. The applicant was recently approved by the Haverhill City Council to construct 24 single-family homes as part of a Flexible Residential Development at the end of Emma Rose Circle. During the approval process, it was determined by the Water Department that adequate water was not available to the project site. As a result, the City has asked the applicant to install a new 12" water main from Kristine Lane to Emma Rose Circle within the Broadway R.O.W. As Broadway was recently paved, the DPW has asked that as much of the work as possible be located outside of the Broadway pavement but remain within the City's R.O.W. As part of this work, the construction will take place within 100' of a BVW in three locations along the limit of the project. All of the work will be temporary disturbances and will not remain open for long periods of time. All disturbed areas will be loamed and seeded and erosion controls are proposed along the limit of work within 100' of the BVW.

We trust the above information meets the requirements of the commission. If you have any questions or comments, please do not hesitate to contact our office.

Respectfully,

James Melvin, P.E.  
Project Manager



**Massachusetts Department of Environmental Protection**  
 Bureau of Water Resources - Wetlands

**WPA Form 1- Request for Determination of Applicability**

Haverhill  
 Municipality

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

**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:

JR Builders, Inc. \_\_\_\_\_  
 First Name Last Name

16 Industrial Way \_\_\_\_\_  
 Address

Salem \_\_\_\_\_ NH \_\_\_\_\_ 03079  
 City/Town State Zip Code

(508) 509-7593 \_\_\_\_\_  
 Phone Number jrblldr@comcast.net \_\_\_\_\_  
 Email Address

2. Property Owner (if different from Applicant):

City of Haverhill \_\_\_\_\_  
 First Name Last Name

4 Summer St \_\_\_\_\_  
 Address

Haverhill \_\_\_\_\_ MA \_\_\_\_\_ 01830  
 City/Town State Zip Code

(978) 374-2382 \_\_\_\_\_  
 Phone Number RWard@haverhillma.gov \_\_\_\_\_  
 Email Address (if known)

3. Representative (if any)

James \_\_\_\_\_ Melvin, P.E. \_\_\_\_\_  
 First Name Last Name

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

62 Elm Street \_\_\_\_\_  
 Address

Salisbury \_\_\_\_\_ MA \_\_\_\_\_ 01952  
 City/Town State Zip Code

(978) 463-8980 \_\_\_\_\_  
 Phone Number TJMelvin@mei-ma.com \_\_\_\_\_  
 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):

Broadway \_\_\_\_\_ Haverhill \_\_\_\_\_  
 Street Address City/Town

42°47'43" \_\_\_\_\_ 71°08'50" \_\_\_\_\_  
 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)

[How to find Latitude and Longitude](#)

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

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

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

City Right of Way \_\_\_\_\_

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

Water Main Improvements \_\_\_\_\_ 5/14/25 \_\_\_\_\_  
 Title Date

\_\_\_\_\_  
 Title Date



**Massachusetts Department of Environmental Protection**

Bureau of Water Resources - Wetlands

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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):

Installation of a water main within the Broadway R.O.W. The work will be both in the pavement and shoulder of Broadway. Portions of the work are within 100' of a BVW. All disturbed areas will be loamed and seeded. Erosion controls are proposed.

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- 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).

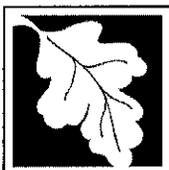
10.02(2)(b)2.i

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

**C. Determinations**

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

- 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:

Haverhill  
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.

[Handwritten Signature]  
Signature of Applicant

5-13-25

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 JR Builder, Inc.

Property Owner City of Haverhill

Representative TJ Melvin, P.E. - Millennium Engineering, Inc.

Location (Street Address) Broadway (Between Kristine Lane and Emma Rose Circle)

Assessor's Parcel Identification \_\_\_\_\_

## 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)



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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: [Signature]  
(APPLICANT)

5-12-25  
(DATE)

## E. SITE ACCESS ACKNOWLEDGEMENT

I hereby grant the Haverhill Conservation Commission and its officials permission to enter upon my property at Broadway R.O.W. 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.

Signed: \_\_\_\_\_  
(PROPERTY OWNER)

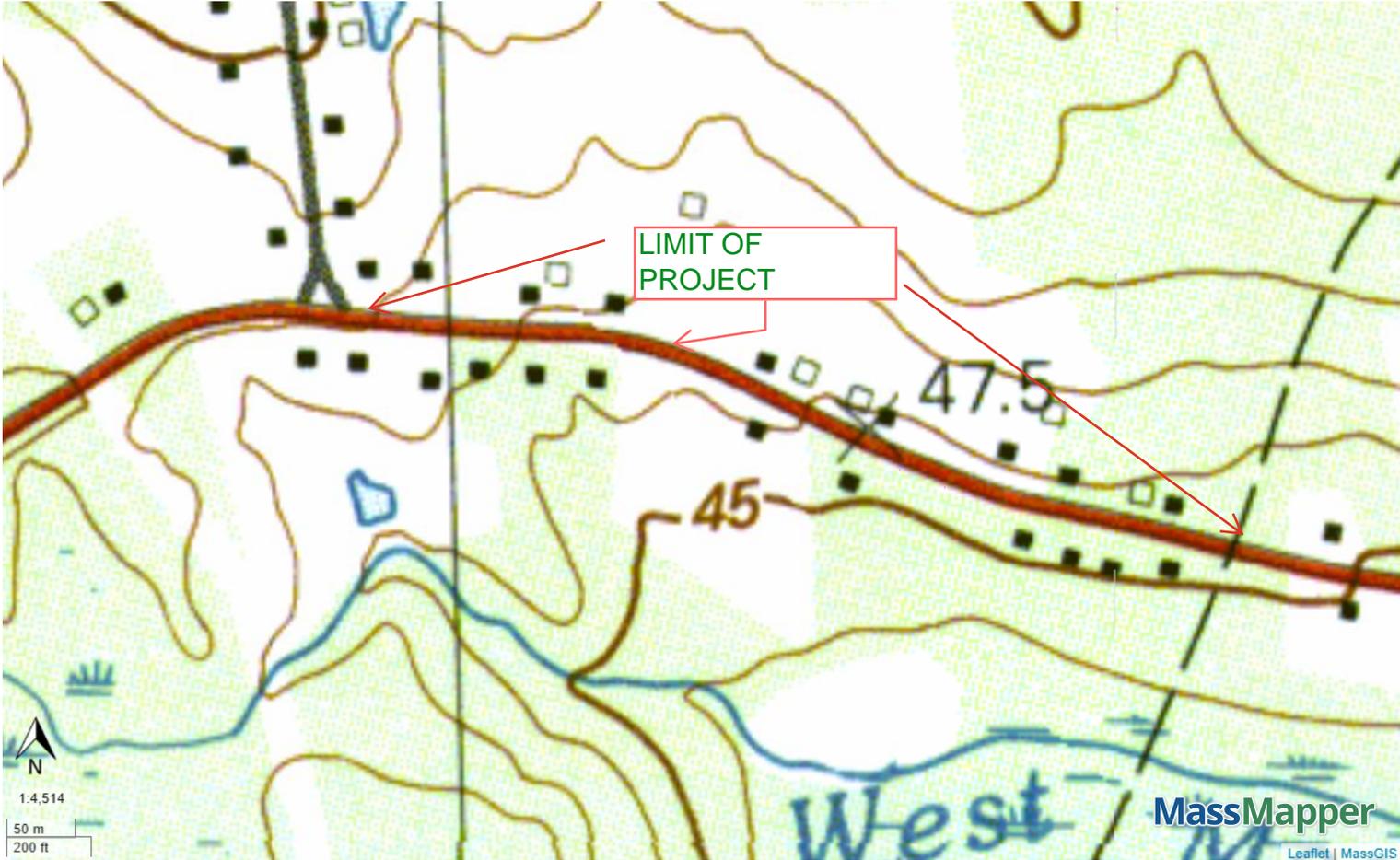
\_\_\_\_\_  
(DATE)

## 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>

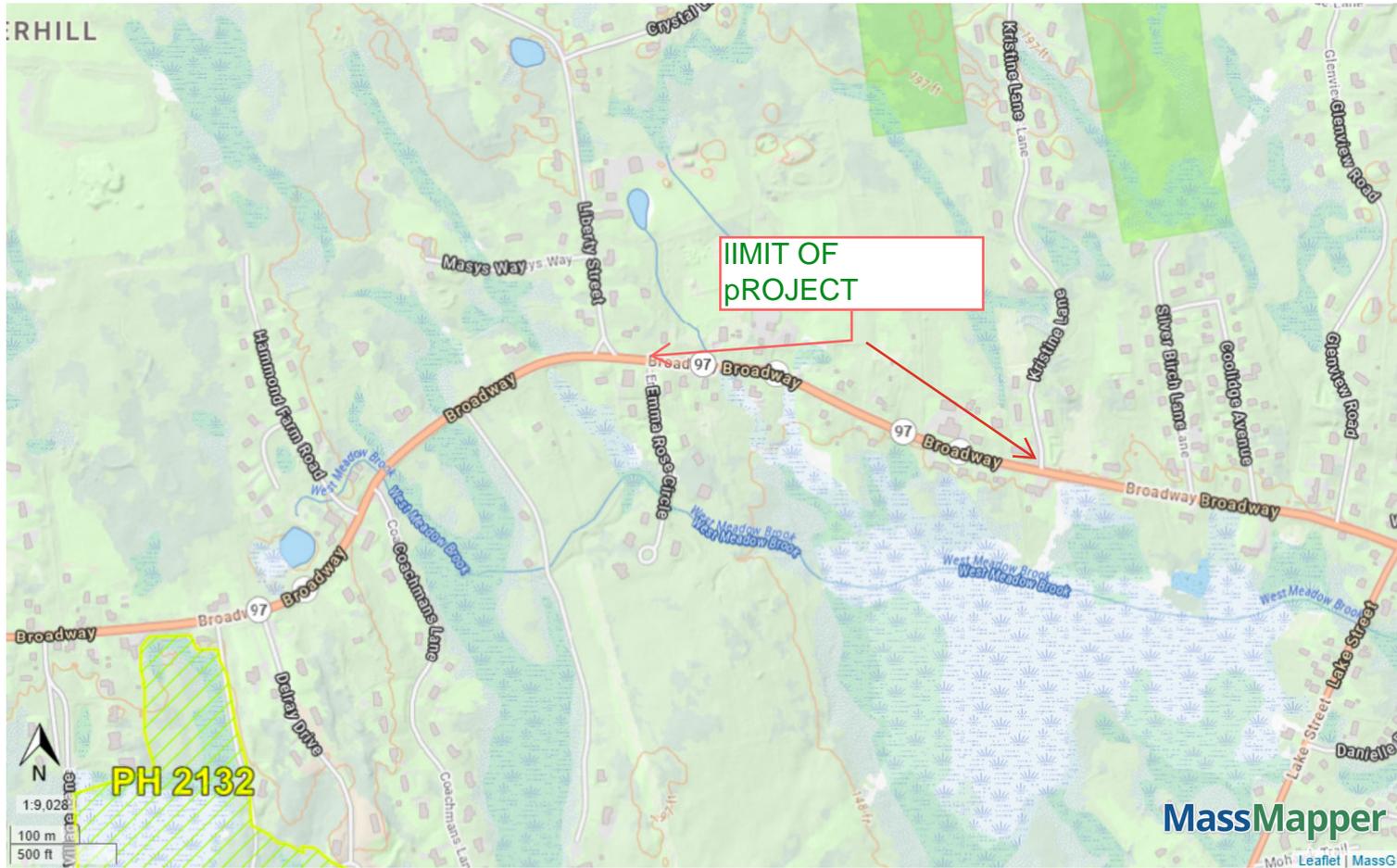
\*Local Application Fee increases to \$150.00 when project is also proposed within a Riverfront Area

# USGS



USGS Topographic Maps  
USGS The National Map  
Property Tax Parcels

# NHESP



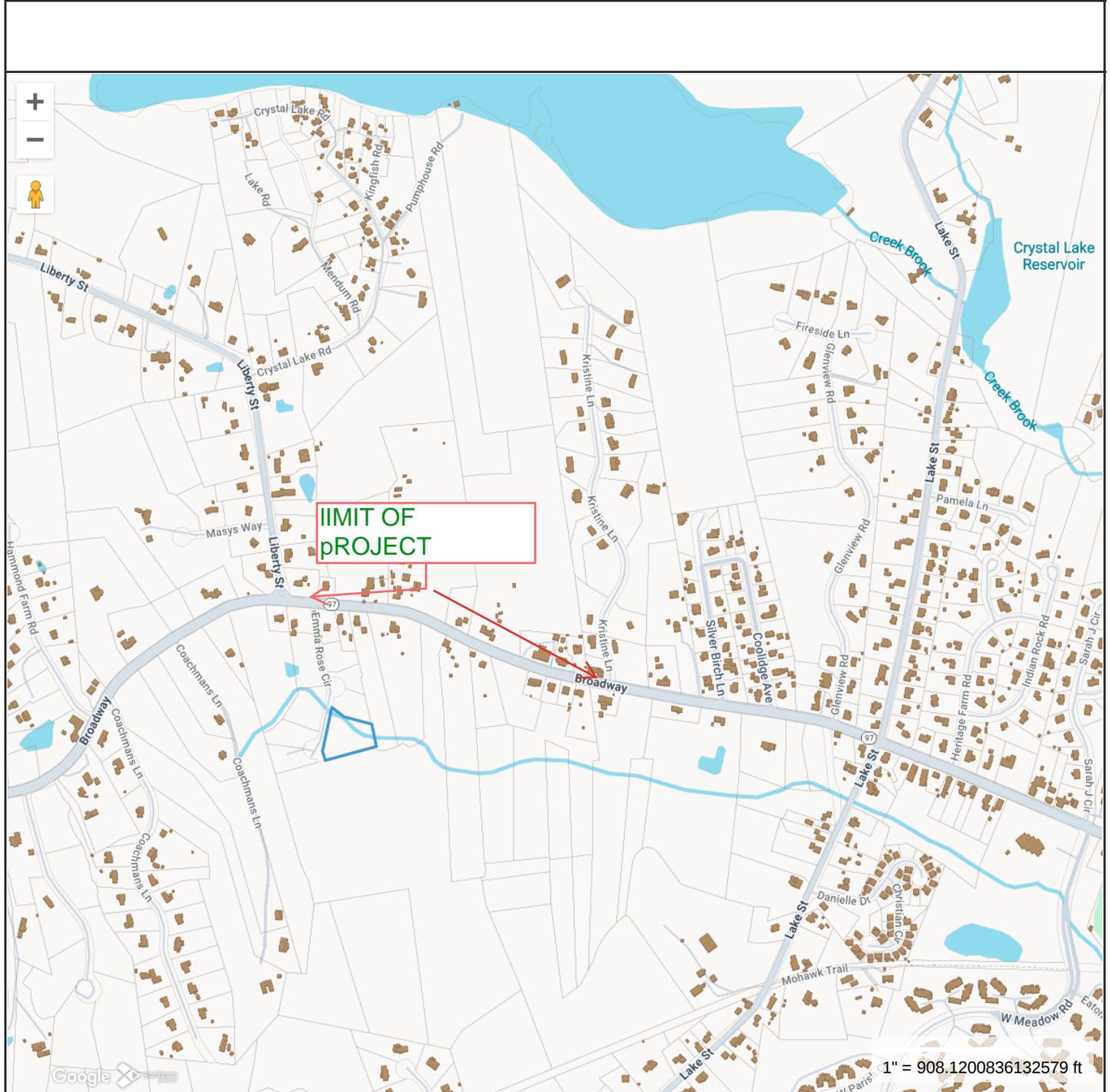
NHESP Estimated Habitats of Rare Wildlife



NHESP Priority Habitats of Rare Species



Map Features for Imagery



**Property Information**

**Property ID** 539-439-10E-3  
**Location** 20 EMMA ROSE CIR  
**Owner** CONTI ANTHONY O JR ETUX



**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 February 5, 2019  
Data updated February 4, 2019

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