

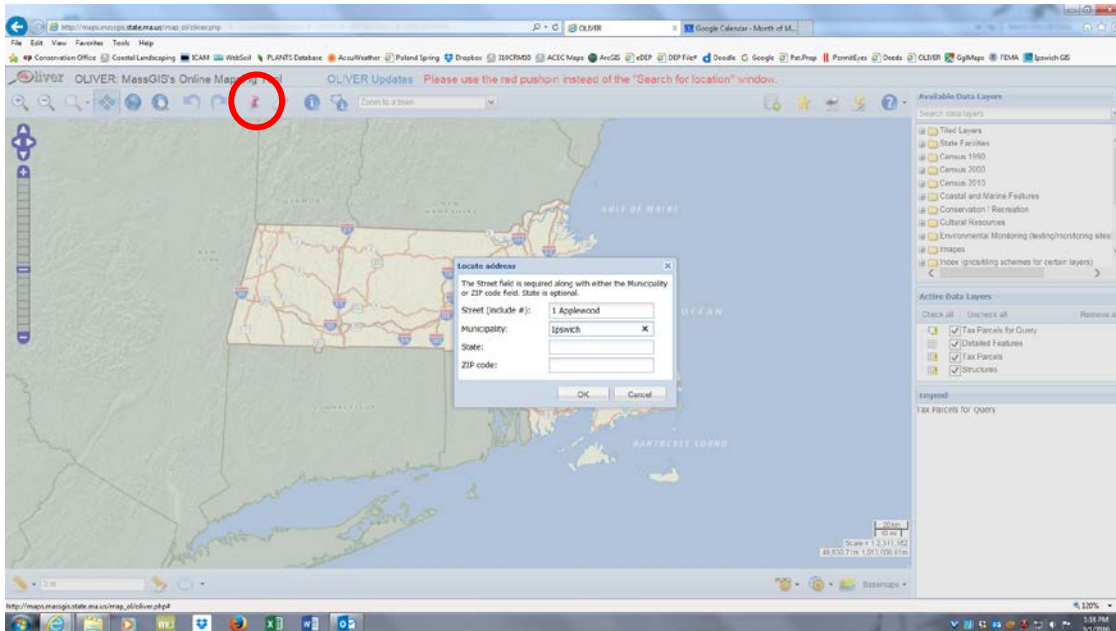
How To Conduct A Screening-Level Due Diligence Search For Wetlands On A Property

The Conservation Agent has limited time available to check if there are wetlands on a property. As such, this guidance document is intended to empower you do some due diligence work on your own.

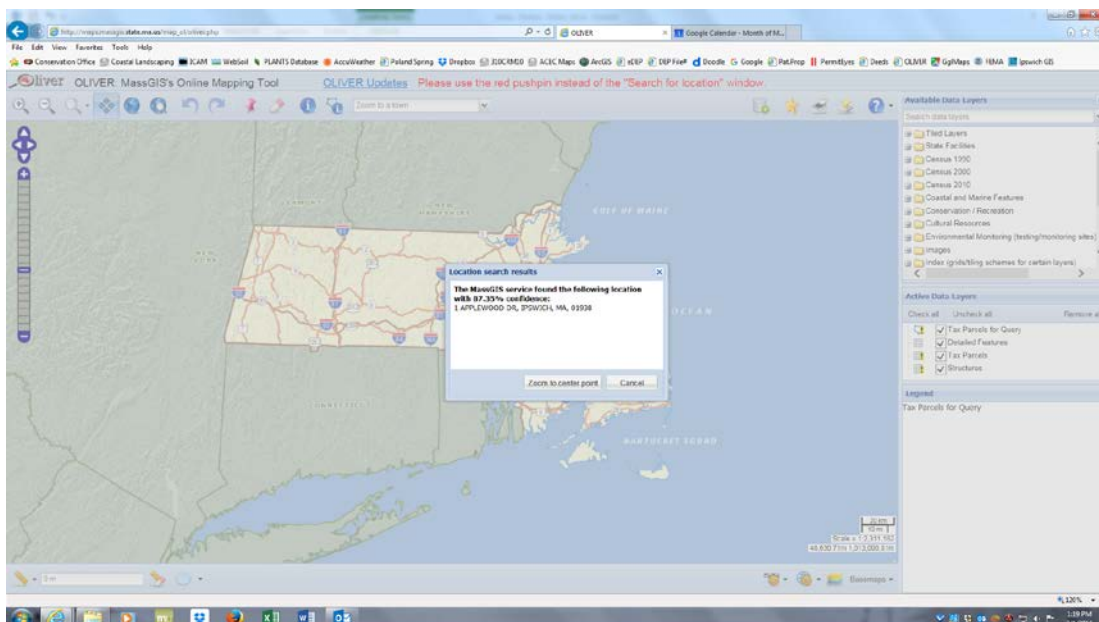
Step 1: email Janet Rice (Janetr@ipswichma.gov) or call her at 978-356-6661 to see if there is a previous filing for the address. If she says yes, she can email you electronic copies of documents, if available; or you can make an appointment to view the file, and she'll have it ready for you when you arrive. The Conservation Office can make copies of any documents that you want for a small fee, but you may need to come back to pick the copies up depending on work loads. Alternatively, Janet can scan any item in the file, including full sized plans, and email it to you for free. But again, it might take a day for her to do that. If they say there are no previous filings, you can check on-line maps such as OLIVER. This state GIS program is pretty user-friendly. The more you use it, the easier it is!

Step 2: Go to OLIVER at http://maps.massgis.state.ma.us/map_ol/oliver.php

Step 3: Click on the red push pin, which opens up a "Locate address" box. Type in the address (in this case 1 Applewood Dr., Ipswich) and town as shown below, then click "OK".

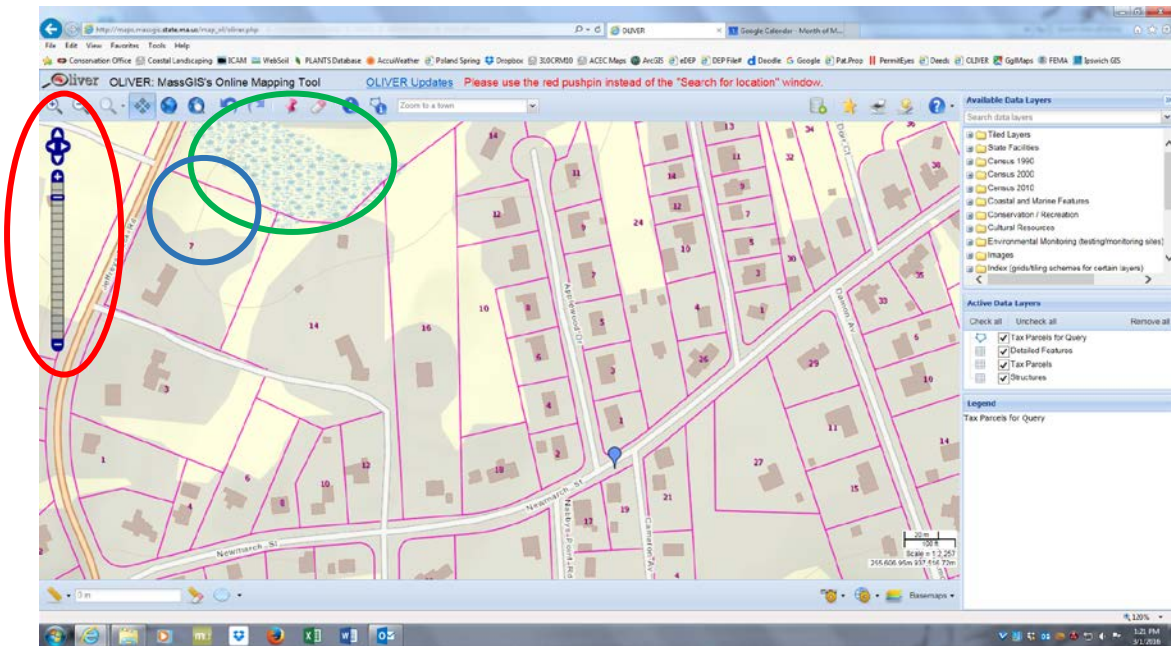


Step 4: Wait a few seconds, and when the "Location search result" box appears, click on "Zoom to center point".



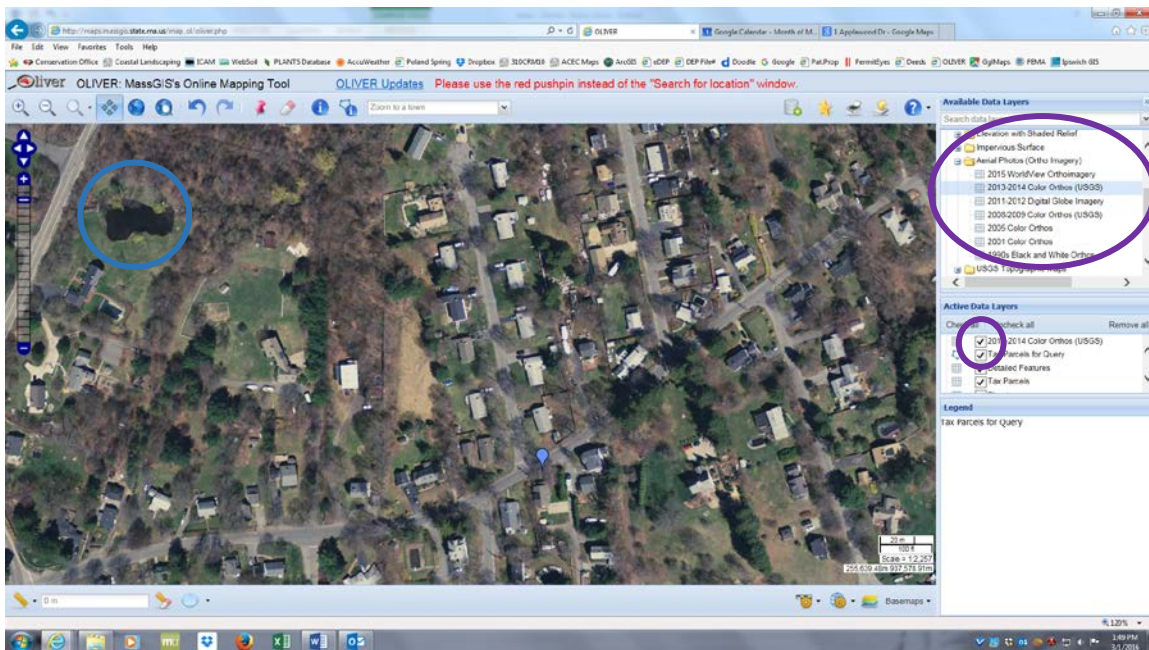
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Step 5: This brings you to the location. You can zoom in and out using your mouse's roller device, or using the + and - scale or buttons (in the red oval). Look for the wetlands symbol (in the green circle), a blue line for streams, or waterbodies. **It is CRITICAL to note that not all wetlands are shown on this map.**



Step 6: Another way to check for wetlands is to turn on an aerial photo layer in the “Available Data Layers” under “Images”, on the right side of the screen (purple oval). You click on the + symbol to open the folder, and then click on the year that you’re interested in. The Agent prefers “2013-2014 Color Orthos (USGS)”.

Step 7: You can toggle back and forth between the base map (above) and the aerial image (below) by clicking and unclicking the check box (small purple circle). This aerial is a great example of a situation where all wetlands don’t show up. The pond on the upper left hand corner of the aerial below is not shown on the base map above (see blue circles).



It's always best to do a site visit yourself and check for obvious signs of wetlands. But in the end only a professional wetland scientist can tell you for sure if there is a wetland on site. When in doubt, it's best to hire one.