



1 **Agent Approvals for Minor Activities in the Upland Review Area**
2

3 The Salisbury Inland Wetlands and Watercourses Commission (Commission) recognizes the
4 need to facilitate decision making for properties subject to the Inland Wetlands and Watercourses
5 Act. In May of 2025, the Commission adopted guidance for *“Allowed” Activities in the Upland*
6 *Review Area Not Requiring a Permit*. Additionally, in August of 2025, the Commission adopted a
7 policy for a simplified permit process for those activities having no greater than minimal impact
8 on a wetland or watercourse; Agent Approvals.

9 *“Agent Approval” - An inland wetlands agency may delegate to its duly authorized agent the*
10 *authority to approve or extend an activity that is not located in a wetland or watercourse when*
11 *such agent finds that the conduct of such activity would result in no greater than a minimal*
12 *impact on any wetland or watercourse.*

13 In evaluating a proposal, the Commission’s Agent will consider site-specific factors as well as
14 the scope of proposed activity to determine if the activity qualifies for this type of approval.

15 Factors such as:

- 16 • Topography – Is the property steep or flat? Does the property slope towards or away from
17 the wetland/watercourse?
18 • Vegetation – Is the area stable, vegetated, exposed?
19 • Resource Type – Is the proposed activity proximate to sensitive wetlands or watercourses
20 such as vernal pools or fens?
21 • Watershed and Hydrology – How large is the area contributing runoff?
22 • Proposed Activity – What construction methods are proposed? How much land will be
23 disturbed during construction? Duration of activity, short- and long-term impacts.
24 • Risk Mitigation – Do circumstances exist that pose a risk to the health, safety, welfare, of
25 people and the environment? Is inaction likely to lead greater impact to the wetland?

26 Activities including but not limited to minor grading, landscaping, and construction may qualify
27 for agent approval. The Commission's Agent will review the application and schedule a site visit.
28 If the activity qualifies, the agent will issue an approval in writing. Otherwise, the application
29 will be referred to the Commission for review. Decisions of the agent will be reported to
30 Commission at the next regularly scheduled meeting.

*This document is promulgated to provide guidance. It is not to be substituted for an analysis of regulations of the
Town or State. It shall not constitute a legal opinion of the Town of Salisbury. This document may be revised from
time to time by the Commission.*