

Appendix B – CPA Final Application Form

[CPC Use Only]

Date Received:

9.24.2026

Received By:

M. Moore

Assigned CPC #: 2028- 03

This form may be copied. Please type or print clearly, answer all questions, use "N/A" if not applicable. Use additional paper as needed.

1-A Applicant Information

Last Name: Steeves	First Name: Charlotte
Organization(s)(as appropriate) Groton Conservation Commission	

1-B Regional Project? YES ☐ NO ☒

If YES, Town/Organization:

2 Submission Date: **9/25/2026**

3 Applicant Address

Street: 173 Main Streer	City: Groton	State: MA	Zip: 01450
--------------------------------	---------------------	------------------	-------------------

4 Phone: **978-448-1106** Email: **csteeves@grotonma.gov**

5 CPA Purpose (Check all that apply)

Affordable Housing: ☐	Community Housing: ☐	Historic Preservation: ☒
Open Space: ☒	Recreation: ☒	

As per MA General Law Chapter 44B, proposed historic projects that are not on the structures listed on the state's Registry of Historic Places require a determination by the Groton Historic Commission that the proposed project is of historic significance.

6 Town Committee or Boards Participating: **Groton Conservation Commission**

7 Project Address/Property Owner's Name: **N/A**

8 Project Name: **Conservation Fund FY 28**

9 Additional Responsible Parties (If applicable)

Role (specify)	Name	Address	Phone	Email
Property/Site Owner				
Project Manager	Charlotte Steeves	173 Main Street, Groton MA	978-448-1106	csteeves@grotonma.gov
Lead Architect				
Project Contractor				
Project Consultants				
Other:				
Other:				

10 As appropriate, indicate if proposal requires:

P&S Agreement: ☐	Deed: ☐	Option Agreement: ☐	Memorandum of Understanding: ☐
Other: ☐ Describe:			

11-AAssessor Info (Map/Block/Lot ID(s)): **N/A****11-B**Tax Classification Type: **N/A****12 Permits required:**

Zoning: ☐	Historic Preservation: ☐	Other: ☐
----------------------------------	---	---------------------------------

13

Historic Commission Approval Signoff (When Required):

Date:

14-A

Project Cost: \$

Estimate: ☐Professional Quote: ☐**14-B**Requested from CPC: \$ **400,000****14-C**

Committed from OTHER Source: \$

If applicable:

Annual Anticipated Total Income: \$

Annual Anticipated Total Expense: \$

Anticipated Net Income (Loss): \$

Name of Estimator/Company:

15 CCP Objectives - Use CODES from Section 5 to indicate all that apply

Community Preservation Plan: 5.1.1; Open Space and Recreation Plan: 9.1.1, 9.2.1, 9.3.1, 9.4.1, 9.5.1, 9.5.2, 9.7.1

16 Project Timelines

Proposed State Date: N/A

Projected Complete Date: N/A

17

Estimated Delivery Date of Completion Report to CPC: N/A

18 Project Description and Explanation (Attach Additional Sheets as Needed)

The Groton Conservation Commission is applying for CPA funds for the purpose of Open Space acquisition. The Commission is requesting the full \$400,000.00, since the Commission decided to withdraw its FY 27 application. Ever since Groton adopted the Community Preservation Act in 2004, the Conservation Commission has relied on CPA funds to maintain the Town's Conservation Fund at a viable level. Historically, the Conservation Fund has been used by the Commission to purchase Conservation Restrictions, Agricultural Preservation Restrictions and fee simple purchases of land within the Town of Groton. These purchases have helped the Town meet specific goals identified in its 2019 Open Space and Recreation Plan, including: "prioritize open space protection; prevent disturbance of riparian areas and wetlands and encourage infiltration, water flow; protect wildlife habitat and contiguous greenway corridors; secure preservation of priority farmland; expand trail links to connect recreational areas; acquire or reserve additional land for recreational activities; identify, preserve and commemorate historic landscapes, sites and Structures." The Conservation Fund is also used for professional services related to land acquisition such as title certifications, recording at the Registries of Deeds, real estate appraisals, surveys and other steps necessary for the completion of a purchase. The Commission gives highest priority to preserving parcels that help to maintain the Town's rural, agrarian character and sustain a healthy and diverse ecosystem. Parcels that link with contiguous protected open space; parcels that protect and preserve a greenway along the Nashua and Squannacook Rivers and their tributaries; parcels where significant wildlife or corridors have been identified; parcels that preserve a sense of Groton's agriculture heritage – all of these attributes are considered when prioritizing parcels for protection.

19 Feasibility

The Conservation Fund has been used reliably and consistently to preserve open space, recreational, and historic assets (see attached proposal).

20 List of Attachments

- a) Project Proposal
- b) Attachment 1: Master Plan
- c) Attachment 2: Open Space and Recreation Plan
- d) Attachment 3: Management Plan
- e) Attachment 4: Letters of Support

21 Additional Information

See proposal and map figures in attachments 1 and 2.

22 Management Plan

See attached Management Plan for Land Protection (Attachment 3).

23 Signature

Applicant Signature: <i>Charlotte Steeves</i>	Date: 9/25/2026
Co-Applicant Signature:	Date:
Co-Applicant Signature:	Date: