

Qualifications Summary

- Seven years' professional experience in coastal and marine permitting
- Strong knowledge and understanding of Wetlands and Waterways regulations and By-Laws regarding permitting requirements and interpretations
- Excellent communicative skills with clients, project managers, engineers and regulatory agency personnel
- Excellent organizational and coordinating skills ensuring timely and accurate application filings within prescribed deadlines
- Excellent skills and experience in researching, organizing and maintaining a myriad of permits for municipalities, private marinas and individual clients

ELIZABETH E. HAYS, A.A.

Environmental Permitting Specialist

Fields of Expertise

- Assists Engineers in formulating, developing and prioritizing work to ensure a full understanding of agency requirements and project deadlines.
- Performs registry research for Engineers and review various recorded documents for any potential issues that may impact a project, for example, ownership, restrictive easements, etc.
- Assists Engineers in field data collection, perform site evaluations and construction progress inspections.
- Establishes close working relationships with Program Regulators at various Regulatory Agencies. Attend meetings with these individuals and coordinate project actions.
- Maintains direct contact with clients on behalf of the Project Managers, insuring that clients are fully informed and updated on project status.
- Prepares various permitting documents such as Notice of Intent, Chapter 91 License, Army Corps Permit, Water Quality Certification, Massachusetts Coastal Zone Management Certification, Environmental Review filing, as well as associated filings such as Extensions, Amendments, Certificates of Compliance, etc.
- Developed database for maintaining permits.
- Performs research, organizes and maintains permitting records for complex and/or multiple facilities for various clients including municipalities and marinas, as well as individual homeowners.
- Independently establishes goals that must be accomplished for projects, involving complex knowledge and reference to various local, state and federal regulations, as well as, local politics, and agency agendas.
- Assists Biologists with shellfish surveys, doing field data collection and report writing.

Higher Education

A.A., Applied Science-Paul Smith College (1981)

Employment History

2007-Present Woods Hole Group, Inc.
2001-2007 Coastal Engineering Co., Inc.
1999-2001 Kinlin Grover/GMAC Real Estate
1995-1999 The Hartford Insurance

Key Projects

Dredge and Beach Nourishment Permitting for Channels and Harbors, Towns of Truro and Harwich, MA – Co-Project Manager

Worked as Co-Project Manager with the Engineer Project Manager researching and analyzing the various regulatory permits for maintaining the Towns' harbors, channels and beaches. Evaluated and assisted in developing strategies, and worked directly with the regulatory agencies to accelerate permitting requirements to meet the Towns' needs within limited environmental windows and dredge availability.

Private Marina Permitting – Co-Project Manager

Worked as Co-Project Manager with the Engineer Project Manager researching and analyzing the various regulatory permits for maintaining the private marinas. Evaluated and assisted in developing strategies, and worked directly with the regulatory agencies, Engineer Project Manager and clients to affectively achieve the appropriate permits for their operations.

Shorefront Protection Permitting for Private Homeowners in all Cape Cod towns including Falmouth, New Seabury in Mashpee, Sandwich, Barnstable, Chatham, Eastham and Provincetown – Permitting Specialist

Worked with Project Managers researching and analyzing the various regulatory permits for shorefront protection projects including bulkheads, rock revetments, coir fiber rolls, sand filled geotubes, and dune reconstruction. Evaluated and assisted in developing strategies, and worked directly with the regulatory agencies, project managers and the clients to affectively achieve the appropriate permits for their individual situations.