

11. Fee(s) enclosed _____.

12. I hereby certify that the information above and on the Site Plan is correct to the best of my knowledge and permission is granted for a site inspection.

Applicant's SIGNATURE: _____ **DATE:** _____.

Instructions: The application (including Appeals) is used to schedule required public hearings and is not deemed complete until all required submissions, including Site Plans, certified abutter's list, and fee(s) have been gathered then submitted to the Town Clerk. The Town Clerk will date/time stamp the application and forward the application to the appropriate Board.

The Site Plan is to be drawn as nearly to scale as possible (the state suggests 1"=40'. The Site Plan should include among other things: lot dimensions, public way frontage, current and proposed applicable setbacks, existing and proposed buildings, structures, signs, lighting plans, driveway openings, driveways, service areas, other open uses, sewerage facilities, sewerage lines, refuse and other waste disposal, surface water drainage, and landscape features such as fences, walls, planted areas, and walks. **Applicant to provide three- (3) copies.**

The abutters list, including all abutters and all abutters to abutters, any of whose land lies within 300 feet of the property seeking the Special Permit, Variance, Appeal or Notice to amend SPGA decision. This information can be obtained with the assistance of the Board of Assessors and the Board of Assessors must certify the list.

Fee(s) used to cover Return Receipt Certified Mail charges to applicant and abutters, newspaper advertisements, and other Board expenses.

Of abutters*: _____ + 1 (Applicant) x \$5.32 (or current Return Receipt Certified Mail charge) = _____ Make check payable to **U.S. Postal Service.**

Applicant (1) x \$5.32 (or current Return Receipt Certified Mail charge) = _____ Make check payable to **U. S. Postal Service.**

Of abutters*: _____ +1 (Applicant) x \$0.75 = _____ Plus \$50 = _____
Make check payable to **Town of Huntington.**

Applicant should consult issuing Board to see if additional information is required.

- Abutters living outside the United States cannot be sent certified mail and need not be counted when calculating the fees necessary to complete the application. In addition, any abutter listed more than one time on the Assessors certified list of abutters will be sent only one certified letter and need only be counted once when calculating the fees necessary to complete the application.

