



## CERTIFIED ABUTTERS LIST REQUEST

Date: \_\_\_\_\_

LOCUS: Map \_\_\_\_\_ Lot \_\_\_\_\_ Unit \_\_\_\_\_

Property Address: \_\_\_\_\_

Board or Office For: \_\_\_\_\_

Subdivision/Reason for Project: \_\_\_\_\_

Owner's Name(s) & Address: \_\_\_\_\_

Applicant Name & Address:  
(if different from Owner) \_\_\_\_\_

CONTACT NAME & PHONE #: \_\_\_\_\_

\*Selectman's Office, Zoning Board and Planning Board require a certified abutter's list of all abutters within 300' in all directions including across the street. If it is for a Liquor License, all schools and churches within 500' will be included on the list.

\*Planning Board also requires a Form E to be included with the submission of the list.

\*Road Completion will include every parcel that abuts the roadway (locus lots) and every direct abutter to those lots (non-locus lots). The locus and non-locus lots will be listed on separate pages.

**FEES:** The Abutters list fee is \$25.00 for the first page or the first 13 abutters and then \$2.00 for each additional abutter on the remaining pages. The first \$25.00 is due with the submission of the request.

**NO REFUNDS:** Once the abutter's list request is submitted and completed by this office, absolutely no refunds will be given.

**THE CERTIFICATION MAY TAKE UP TO 10 WORKING DAYS:** The Contact Person will be notified once the certified abutter's list is complete.