



TOWN OF AVON, MASSACHUSETTS

A Great Place to Live, Work and Do Business.

Buckley Center, 65 East Main Street, Avon, MA 02322

AVON PLANNING BOARD

PETITIONER CHECK LIST

- *The **Petitioner** will submit (10) copies of the Site Plan to the Planning Board.

- *The **Petitioner** will remit a Site Plan review fee of (\$750.00) made payable to the Town of Avon.

- *The **Petitioner** will remit a Special Permit in a Water Protection District fee of (\$ 250.00) made payable to the Town of Avon.

- *The Planning Board will request a Certified Abutters list from the Assessors.

- *Upon receipt of the Abutters list, the Planning Board will notify the Petitioner, and will also give the date and time of the Public Hearing/Review.

- *The Planning Board will supply a copy of the Legal Notice that will be mailed by the **Petitioner** to the Abutters, along with a list of agencies Certified Mail, return receipt required. In addition, this must be done **seven** days prior to the date of the hearing. (Receipts must be provided at the time of the Public Hearing)

- *The Planning Board will publish the Legal Notice in the local newspaper 14 days prior to and 7 days prior to the hearing date.

- *ALL FEES ARE NON-REFUNDABLE*