

***Holliston Zoning Board of Appeals
Comprehensive Permit Application Checklist***

- (a) A detailed list of all requested exemptions
- (b) Preliminary site development plans (See also #c, #d, #g, #j, #n, and #u.)
- (c) Existing site conditions and a summary of conditions in the surrounding areas
- (d) Preliminary architectural scaled drawings
- (e) A tabulation of proposed buildings by type, size and ground coverage
- (f) A preliminary or a definitive subdivision plan.
- (g) A utilities plan
- (h) Documents specified in 760 CMR 31.01
- (i) Appropriate documentation evidencing the applicant's control of the site;
- (j) Certified plan of land
- (k) A copy of the deed and Purchase and Sales Agreement, if applicable
- (l) An abutters list certified by the Town's Assessor's Office
- (m) A tentative phasing schedule
- (n) Cross sections for all proposed streets or private drives
- (o) Draft form of all legal documents
- (p) Evidence of application for all applicable local, state and federal permits
- (q) Letter of certification from a groundwater specialist as to water supply
- (r) Assessment of fire flow requirements from the fire department and evidence from the applicant that they can support the requirements of the fire department.
- (s) Traffic study prepared by a professional engineer
- (t) Approval of the sewage disposal system by local and state authorities.
- (u) A site plan prepared by a professional land surveyor and/or engineer
- (v) Erosion control plans.