

Town of Holland Recommended Procedure and Signature List

Form approved by Board of Selectmen for use with
Building Permit Applications and other projects

This form is not valid until numbered and signed by the Zoning Officer

INSTRUCTIONS: This form should be completed for most projects before the various Town Boards and Departments may accept an application for your project. **Fill out Part One completely. Bring the form to the Zoning Officer.** The Zoning Officer will check your project for zoning requirements, and then he/she will let you know which boards or departments you must see. Part Three is to be completed by the boards and departments that will need to approve your project. **NOTE:** All inspectors, boards, commissions, and departments involved in project approval require that owners or authorized agents present their project request in writing accompanied by a site or plot plan.

PART ONE

Name of Owner Eric E Johnson Telephone 413 245-8393

Name and address of applicant if other than owner _____

Telephone _____

Owner's permission to have applicaant represent him/her (signed) _____

Location of property: Assessor's Map Block and Lot Number (located on tax bill) 20/A/02

Street address of property Stafford Rd Holland Ma

Description of work to be performed (Attach plan and additional pages if necessary)
Apply for building permit Single Family Dwelling

Signed Eric E Johnson Date 11/18/03

PART TWO

To be completed by the Tax Collector or Zoning Officer

According to Tax Collector records, as of this date, there ~~is~~ is not tax delinquency in respect to this property.

Signed [Signature] Date November 18, 2003
Tax Collector or Zoning Officer (Signature good for ninety days from date of signing)

PART THREE

(To be completed by Town Boards and Departments)

Circled departments must review and sign off on project

ZONING OFFICER: Project complies with Holland Zoning By-Laws: Approved _____ Denied

Reason for approval/denial: Pre-existing lot no features
New House to replace ~~existing~~ structure removed several years ago.
Zoning By-law Section 7

Signed [Signature] Date 11/18/03

BOARD OF ASSESSORS:

Assessors notified as per General By-law VIII.2: Lot location, size, type of building and estimated cost.

Signed [Signature] Date 11/18/03

CONSERVATION COMMISSION: Approved Approved with conditions

Conditions: no wetland issues at building site on lot (Attach additional conditions if necessary)

Signed [Signature] Date 2-17-04

BOARD OF HEALTH:

1) Well permit granted.

Signed [Signature] Date 4-13-04 (Attach copy of well test and well completion report)

2) Septic System Disposal Works Permit or Repair Permit Issued:

Signed [Signature] Date 7/17-04 (Attach copy)

3) Project approved for use with existing Septic System: System approved for _____ Bedrooms.

Signed _____ Date _____

HIGHWAY SURVEYOR:

Driveway permit issued. Date: _____ (Attach copy)

Signed [Signature] Date 5/24/07

PLANNING BOARD: Site Plan Approval Waived _____ Site Plan Approved _____ (Attach copy)

Signed _____ Date _____

Date Special Permit hearing applied for _____ Signed (Town Clerk) _____

Date Special Permit Granted _____ (Attach copy of Permit Signed by Town Clerk & Registry of Deeds)

ZONING BOARD OF APPEALS: Date hearing applied for 11/20/2003 Signed (Town Clerk) [Signature]

Date Request Granted [Signature] (Attach copy of ZBA Decision Signed by Town Clerk & Registry of Deeds)

BUILDING COMMISSIONER: Date Building Permit Application Received _____

Signed _____ Date _____

Building Commissioner