



**Town of Northborough  
Office of the Board of Assessors**

63 Main Street, Massachusetts 01532-1994  
Mon, Wed, Thurs 8-4 / Tuesday 8-7 / Friday 7-12  
508-393-5005 phone, 508-393-6996 fax

**Certified Abutters List Request** Please allow 10 business days.

DATE of REQUEST _____	PROPERTY ADDRESS(es) _____
REQUESTING COMPANY _____	MAP/PARCEL(s) _____
CONTACT PERSON _____	OWNER(s) _____
PHONE _____	OWNER MAILING ADDRESS(es) _____
EMAIL _____	

REQUESTING BOARD	APPLICABLE REGULATIONS	ABUTTERS / DISTANCE	#LABEL SETS	FEE
<input type="checkbox"/> Planning Board – Scenic Road	Town Code Chapter 2-52-050	Owners within 100’ of property	3 sets	\$15
<input type="checkbox"/> Planning Board – Site Plan	Planning Board Rules & Regulations Section 7.2 D(5)	Owners within 300’ of property	3 sets	\$15
<input type="checkbox"/> Planning Board – Special Permit	MGL Chapter 40A Section 11	Owners within 300’ of property	3 sets	\$15
<input type="checkbox"/> Planning Board – Subdivisions	MGL Chapter 41 Section 81T	Owners within 300’ of property	3 sets	\$15
<input type="checkbox"/> ZBA – Zoning Board of Appeals	MGL Chapter 40A Section 11	Owners within 300’ of property	3 sets	\$15
<input type="checkbox"/> Conservation Commission	MGL Chapter 131, Section 40, MA Wetlands Protection Act, & the Northborough Wetlands Protection Bylaw	100’ of property, unless otherwise stated	1 set	\$10
<input type="checkbox"/> Board of Health	Dependent on project	Owners within 100’ of property	3 sets	\$15
<input type="checkbox"/> Board of Selectman: Fuel Storage	MGL Chapter 148, Section 13	Abutting owners & directly opposite	3 sets	\$15
<input type="checkbox"/> Board of Selectman: Liquor License	MGL Chapter 138, Section 15A	Abutting owners, & any school, church, or hospital within 500’ of property	2 sets	\$25
<input type="checkbox"/> Board of Selectman: Pole Petition	MGL Chapter 166, Section 22	Abutting owners & directly opposite	1 set	\$15
<input type="checkbox"/> Board of Selectmen: Street Acceptance		Owners with driveways on the street	1 set	\$10
<input type="checkbox"/> DPW – Dept of Public Works	Dependent on project	Dependent on project: _____ feet	?	\$10+
<input type="checkbox"/> Engineering: Earth Works	Northborough Town Bylaws: Part 2 - General Legislation, Chapter 2-28, Earth Removal	Owners within 100’ of property	1 set	\$10
<input type="checkbox"/> Other: _____				

To the Requesting Board/s: We certify that, from our Real Estate Property Lists, the following persons attached hereto appear as owners of all abutting property, as specified by the appropriate regulation (including, but not limited to, owners of land directly opposite said proposed activity on any public or private street or way, or across a body of water), as amended to the best of our knowledge and belief. If the property is within abutting distance of another Town, please contact their Assessors Office for another abutters list.

DATE of CERTIFICATION \_\_\_\_\_

\_\_\_\_\_  
Julie Brownlee/Megan Hennessy for the Board of Assessors  
[jbrownlee@town.northborough.ma.us](mailto:jbrownlee@town.northborough.ma.us) ; [mhennessy@town.northborough.ma.us](mailto:mhennessy@town.northborough.ma.us)