

TOWN OF SOUTHBOROUGH



ZONING BOARD OF APPEALS

CORDAVILLE HALL · 9 CORDAVILLE ROAD, LOWER LEVEL · SOUTHBOROUGH, MASSACHUSETTS 01772-1662
(508) 485-0717 ext 3919 · ldavis@southboroughma.com

Legal Ad Authorization

Per Mass General Laws, Section 11, notice shall be given by publication in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than fourteen (14) days before the day of the hearing. Publications shall contain the name of the petitioner, a description of the area or premises, street address, if any, or other adequate identification of the location, of the area or premises which is the subject of the petition, the date, time and place of the public hearing, the subject matter of the hearing, and the nature of action or relief requested if any.

By submitting this authorization, you hereby agree to the terms of payment and understand that direct payment (either in the form of pre-payment or invoice sent directly by the newspaper of choice) is required to receive a valid permit. Failure to submit this form shall automatically deem an application incomplete until such time that it has been submitted as the Zoning Board of Appeals cannot place a legal ad otherwise.

If a company or business will be responsible for payment, then the newspaper will bill you directly in the form of an invoice. If an individual such as a homeowner will be responsible for payment then they will be required to call in and pre-pay (this information will be provided to them once received by ZBA staff). Please note that this process is subject to change without notice as billing procedures are handled directly by the newspapers.

Party Responsible for Legal Ad Payment: _____

Address: _____

City/Town: _____

Zipcode: _____

Email: _____

Phone Number: _____

Newspaper: MetroWest Daily News (or other if no availability)