



Town of Southborough
Board of Health
9 Cordaville Road, Lower Level
Southborough, MA 01772-1662

Phone: (508) 481-3013

BUILDING ALTERATION APPLICATION

***In addition to this application, you must also submit a hand drawn sketch (does not have to be to scale) showing all the heated rooms in the house on all floors, including basements, attics and lofts. Make sure to indicate the access between rooms and whether there are doors or not.**

Residential:

Value Range (No Deed Restriction)

Less than \$10,000 FEE: \$25 _____
\$10,000 to \$15,000 FEE: \$35 _____
\$15,000 to \$25,000 FEE: \$45 _____
Over \$25,000 FEE: \$55 _____

Value Range (With Deed Restriction)

Less than \$10,000 FEE: \$35 _____
\$10,000 to \$15,000 FEE: \$45 _____
\$15,000 to \$25,000 FEE: \$55 _____
Over \$25,000 FEE: \$65 _____

Commercial: Fee is based on complexity, alteration value, etc.

Value Range

Change of use and less than \$5,000 \$25 _____
\$5,000 to \$25,000 \$50 _____
\$25,000 to \$50,000 \$100 _____
\$50,000 to \$100,000 \$200 _____
\$100,000 to \$500,000 \$400 _____
Greater than \$500,000 \$800 _____

* Change of use must be properly documented by an appropriate professional

Street Address: _____

DESCRIPTION OF ALTERATION _____

Septic System:

System Size Based On _____ GAL/ _____

No. of Bedrooms Prior to Project _____ No. of Bedrooms After Completion of Project _____

Assessor Map/Parcel # _____ Lot Size _____ /Acres or Sq. Ft. (circle one)

You must pay the amount stated above in cash or by check (made out to the Town of Southborough) or through the **View Point Online Permitting System** before this application will be considered or reviewed.

It is required that the system location and system capacity be determined and accurately drawn on a plan; engineered plans may also be required. If engineered plans are required, request will be treated as a new Sewage Disposal System.

Signature _____ Date _____

Printed Name _____ ☐ Owner ☐ Agent for Owner

Approved Denied Reviewed by _____ Date _____

Revised 7/2021