

NOTIFICATION TO ABUTTERS

**A Site Plan/Special Permit application has been filed with the
Town of Spencer Planning Board**

Applicant: _____

Owner: _____

Location of Property:

Street Address: _____ **Spencer, Massachusetts, 01562.**

Assessors Map Number: _____ **Parcel Number:** _____ **Zoning District:** _____

The work proposed is: (General Project Description)

Applicable Zoning Bylaw Section: _____

Copies of the application materials may be examined at the Spencer Office of Inspectional Services, Memorial Town Hall, 157 Main Street, Spencer, Massachusetts on Monday through Wednesday 7:30AM and on Thursdays from 7:30-12PM, closed on holidays.

Copies of the Application materials may be examined at the town website at the following address:
<https://www.spencerma.gov/planning-board> under "News + Announcements". Agendas for meeting posted 48 hours before the meeting on the Planning Board Website.

Or by calling (Name of person/organization/business) _____

(Phone number) _____ **between the hours of** _____ **and** _____

A PUBLIC HEARING on this application will be held at a meeting of Spencer Planning Board at the McCourt Social Hall of Memorial Town Hall, 157 Main Street, Spencer, MA,

DATE OF MEETING: _____ **TIME** _____

Notice of the Hearing, including its date, time and place will be published at least eighteen (18) business days in advance of the Hearing in the Spencer New Leader AND posted in Spencer Town Hall not less than 11 days in advance.