

Town of Ludlow
Office of the Planning Board
488 Chapin Street
Ludlow, MA 01056
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PLEASE READ CAREFULLY

INSTRUCTIONS FOR SITE PLAN ADDENDUM

The applicant must follow the requirements listed in the Town of Ludlow Zoning Bylaw for new or existing structures.

THE FOLLOWING ITEMS MUST BE SUBMITTED TO THE PLANNING BOARD:

- 1. SITE PLAN ADDENDUM** - Eight (8) prints*. If the registered site plan is waived, a site sketch is required.
- 2. APPLICATION FEE** – The applicant fee must accompany the application. Checks should be made payable to the Town of Ludlow. See the current fee schedule in force at the time of application.
- 3. WAIVER OF PUBLIC HEARING & WAIVER OF REGISTERED SITE PLAN** – Requests of all desired waivers, including but not limited to a public hearing, should be submitted in writing with the application.

A public hearing shall be held within sixty-five (65) days, from the date of filing of such plans. After due consideration of the recommendations received, the Board shall take final action within 90 days from the time of hearing.