



TOWN OF SHARON

DEPARTMENT OF PUBLIC WORKS

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ELIZABETH CURLEY
BUSINESS MANAGER

MEMORANDUM

TO: Applicant to Zoning Board of Appeals

FROM: Kevin Davis, Agent of the Board of Health

SUBJECT: Requirement of Board of Health

As an applicant to the Zoning Board of Appeal, you will be required to provide the following information to the Health Agent:

- Certified plot plan showing all existing and proposed dwellings/additions, current septic system locations, architectural layout plans (if applicable), and FEMA base flood elevations.
- If an addition to the structure is proposed, a certification of current septic system status is required (A Title 5 Inspection Report or Certificate of Compliance no more than 2 years old).
- Any and all supporting documentation related to your project.

The above required documentation should be submitted at least two (2) weeks prior to your hearing date. Otherwise, This Department may not have sufficient time to review your documents and make comment.