

Town of Westwood - Department of Community & Economic Development - *Licensing Division* Karyn Flynn, Land use & Licensing Specialist (781) 767-6344 kflynn@townhall.westwood.ma.us

LICENSE APPLICATION for UNATTENDED DONATION CONTAINERS (UDCs)

Address of Property where UDC is proposed to be placed:

UDC Applicant/Operator's Federal Tax ID #: New Application or

or Tax Exempt #:

License Renewal Application

UDC Applicant/Operator's Name: Property Owner's Name:

UDC Applicant/Operator's Mailing Address: Property Owner's Mailing Address:

UDC Applicant/Operator Telephone #'s Property Owner's Telephone #'s

Office: Office: Cell:

UDC Applicant/Operator Email Address: Property Owner's Email Address:

Website of UDC Owner/Operator: Is UDC proposed to be placed on Town-owned property?

Yes No

SUBMITTAL REQUIREMENTS – Please attach documents as necessary.

- Site Plan drawn and stamped by a Certified Land Surveyor showing all existing conditions on the lot and proposed location of each UDC.
- Copy of the Environmental Impact and Design Review (EIDR) Approval or Administrative EIDR Approval, where required, pursuant to the Westwood Zoning Bylaw.
- Detailed description of the materials intended to be collected in the UDC and where they will be dontated or transferred to:

- Drawing, rendering, and photograph of each proposed UDC, showing dimensions, materials, colors and signage.
- Notarized written authorization from the Property Owner (or signature of Town Administrator if Town-owned property) for the placement of the UDC, and certification that Property Owner has received a copy of the UDC General Bylaw, and read and understood that bylaw. (See page 2)
- Detailed description of procedures for maintenance of the UDC to prevent scattering of donated material:

New License Fees - \$50 per UDC + \$200 Refundable Deposit per UDC (for new applications only) License Renewal Fee - \$25 per UDC

Every UDC placed for collection in the Town of Westwood shall be subject to inspection by the Department of Public Works on a periodic basis for cleanliness, proper maintenance and timely pick up. License renewals will be based on satisfactory inspection and compliance with said policy.

APPLICANT SIGNATURE

(Required for new applications and renewals)

	, the undersigned, state that the information ats, is true and accurate to the best of my knowledge. Pursuant penalties of perjury that I, to the best of my knowledge and taxes required under law.	
Signature of Applicant:	Date:	
Or by Corporate Officer:(If applicable)	Date:	
COMMONWEALTH OF MASSACHUSETTS Norfolk, ss.		
On this day of, 20, appeared the above-named	before me, the undersigned notary public, personally, of	
proved to me through satisfactory evidence of identification to be the person(s) whose name(s) is signed on the preceding document, and who acknowledged to me that he/she/they signed it voluntarily for its stated purpose, and who acknowledged it to be his/her/their free act and deed.		
	Notary Public My commission expires:	

TOWN ADMINISTRATOR SIGNATURE

(Required for new applications and renewals, where applicable)

I, Town Administrator	,	
PROPERTY OWNER SIGNATURE (Required for new applications only)		
I,, the undersigned, hereb the placement of the proposed UDC on my property at hereby certify that I have received a copy of the UDC General Bylaw, and have read and under the undersigned of the UDC General Bylaw, and have read and under the undersigned of the unde	by grant permission for, I erstood that bylaw.	
Signature of Property Owner: Date:		
COMMONWEALTH OF MASSACHUSETTS Norfolk, ss.		
On this day of, 20, before me, the undersigned notary public, the above-named, of		
proved to me through satisfactory evidence of identification to be the person(s) whose name(s) is signed on the preceding document, and who acknowledged to me that he/she/they signed it voluntarily for its stated purpose, and who acknowledged it to be his/her/their free act and deed.		
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