



TOWN OF WENDELL BOARD OF HEALTH  
HOME CEMETERY PROCESS CHECKLIST

Location \_\_\_\_\_

Owner \_\_\_\_\_

| <u>Date</u> | <u>Required action</u>   |
|-------------|--|
| _____       | Application received and fee paid.   |
| _____       | Soil evaluation performed by _____, and witnessed by _____.  |
| _____       | Request for Determination of Applicability received by Conservation Committee; wetlands evaluation done and Negative Determination of Applicability signed.            |
| _____       | Legal Notice of Public Hearing published in two newspapers.  |
| _____       | Letters sent by certified mail to all abutters; postcard receipts received from all.   |
| _____       | Public Hearing for Home Cemetery held.   |
| _____       | Board of Health voted to approve Home Cemetery.  |
| _____       | Board of Health sent results of Soil Evaluation and Conservation Commission Determination, as well as site GPS coordinates, to Department of Environmental Protection. |
| _____       | Department of Environmental Protection approval received.  |
| _____       | Notarized Deed Restriction filed at Franklin County Registration of Deeds in Greenfield.   |
| _____       | Board of Health did final site inspection to confirm permanent marking of site corners.  |
| _____       | Selectboard voted to approve Home Cemetery.  |

Selectboard signature of approval: \_\_\_\_\_ Date: \_\_\_\_\_