



**TOWN OF FALMOUTH  
Select Board Office  
59 Town Hall Square  
Falmouth MA 02540  
508-495-7320**

### **Grant of License Procedure – First Step**

The first step to request a Grant of License is to submit a detailed narrative of the proposed license and a plan showing the proposed work or area to be maintained to [licensing@falmouthma.gov](mailto:licensing@falmouthma.gov) or to the Select Board office.

If a Plot Plan or Site Plan of the property is available submit it with the proposed work or area shown or sketched on the plan.

If a Plot Plan is unavailable, a sketch may be submitted that clearly shows the property with property lines and the proposed work.

If the request is found by the Town Manager to be an appropriate use of town land a formal application and Site Plan will be requested.

For questions regarding this process, please email [licensing@falmouthma.gov](mailto:licensing@falmouthma.gov) or call 508-495-7320.