

TOWN OF DALTON MASSACHUSETTS

**APPLICATION FOR HEARING
SPECIAL PERMIT GRANTING AUTHORITY**

PETITION # _____ **DATE FILED WITH TOWN CLERK:** _____

HEARING DATE: _____ TIME: _____

APPLICANT: _____ ADDRESS: _____
PHONE: _____

OWNER: _____ ADDRESS: _____
PHONE: _____

LOCATION OF PROPERTY AFFECTED (ADDRESS) _____

NOTICE:

The applicant shall provide **nine (9) copies of this Application**, either typewritten or printed in a clear and legible hand, and **nine (9) copies of the plans**, specifications and complete information as to the intent and use. (See page 2)

In addition, thereto, the Applicant shall pay a fee of two hundred and seventy five dollars (\$275.00) to be used for processing the application, notifying abutters and publication of legal notices of the Public Hearing. (Please make check payable to the Town of Dalton.)

TOWN OF DALTON ZONING BOARD OF APPEALS

An Application is hereby made by the above, pursuant to Section(s) _____ of the Zoning By-Law (Please specify what you are seeking: **SPECIAL PERMIT, VARIANCE OR ADMINISTRATIVE APPEAL** FOR _____

SIGNATURE: _____ DATE: _____
(Applicant)

PRINT: _____

SIGNATURE: _____ DATE: _____
(Owner)

PRINT: _____

Was issue discussed with the Inspector of Buildings (check one) Yes _____ date _____ No _____

Application and fee received by _____ on _____
(signature of agent for SPGA) (date)

For **BOARD OF APPEALS (SPGA)** **TOWN OF DALTON, MASSACHUSETTS**

PETITION# _____

SITE PLAN REQUIREMENTS – BOARD OF APPEALS

PLEASE NOTE:

The Dalton Board of Appeals, “Rules and Regulations to the issuance of special permits” **requires** a “site plan drawn to scale with clearly defined dimensions indicating the location, size and height of the proposed building(s), site improvements, and containing such other information as may be required by the Board.”

THE BOARD REQUIRES SITE PLANS TO SHOW THE FOLLOWING:

- _____ Lot dimensions (may be obtained at the Assessors Office)
- _____ Street name(s) abutting property
- _____ Lot or building street number(s) (see Assessors Office)
- _____ Zoning District in which property affected is located
- _____ Abutting uses
- _____ Existing and/or proposed buildings with dimensions
- _____ Driveway(s) and parking spaces
- _____ Screening or landscaping required for parking (See Zoning Bylaw Section 10-Off Street Parking and Loading)
- _____ Exterior lighting, if any
- _____ Signs, if any
- _____ Other information you believe helpful or necessary

Site plan(s) meeting the above requirements shall be filed with the Town Clerk along with the Application to the Board so as to provide this information to other municipal Boards for review, who, by law, may make recommendations on your petition.

Site plan(s) prepared by a Massachusetts Registered Land Surveyor may be required.

Site plans are important and, diligently prepared, may eliminate a zoning issue at a later date, and/or facilitate the transfer of property.

The Board will provide limited guidance to assist you.

_____, Clerk