APPLICATIONS TO THE ZONING BOARD OF APPEAL

THE GENERAL RULES OF THE ZBA AVAILABLE AT WWW.STOUGHTON-MA.GOV WHICH DESCRIBES THE APPLICATION AND HEARING PROCESS. APPLICANTS MUST PROVIDE THE FOLLOWING FOR A COMPLETE APPLICATION BEFORE A HEARING DATE WILL BE SET:

1. (4) COPIES OF CLEARLY TYPED OR PRINTED APPLICATION WITH ORIGINAL SIGNATURES. 11 PHOTOCOPIES OF COMPLETED APPLICATION - TOTAL 15. FOR VARIANCES, SPECIAL PERMITS AND COMPREHENSIVE PERMITS, THE APPLICANT MUST ALSO ATTACH TO EACH ORIGINAL AND EACH COPY (TOTAL 15) ALL OF THE FOLLOWING THAT APPLY (See ZBA Rule 1 for exact descriptions):
   a. Prior permit and violations history of the property with the ZBA, Planning Board, Conservation Commission, etc.
   b. Information about all applications filed or to be filed for the same project with other boards (e.g., Conservation Commission).
   c. Experts’ and consultants’ reports with conflict of interest statement.
   d. Detailed reasons for specific waivers that are requested.
   e. Photographs of the Property (to be kept in file folder)

2. (15) COPIES OF SCALED FLOOR PLANS AND ELEVATIONS USING RULER AND PENCIL. (NO SKETCHES OR ROUGH PLANS 11 X 18 MAX SIZE)

3. (15) COPIES OF SCALED SITE PLANS BY ENGINEER OR SURVEYOR. (11 X 18 MAX SIZE)

4. (15) COPIES OF PROPERTY DEED OR CERTIFICATE OF TITLE.

5. (2) COPIES OF OWNERS AFFIDAVITS FOR AGENT TO SHOW STANDING.

6. PROVIDE GIS MAP OF DIRECT ABUTTERS

7. CHECK FOR APPLICATION FEE PAYABLE TO THE TOWN OF STOUGHTON:

   RESIDENTIAL FEE $75.00
   SUBDIVISIONS OVER 3 LOTS $125.00
   COMMERCIAL/INDUSTRIAL $150.00

7. CHECK FOR ADVERTISING PAYABLE TO THE GATEHOUSE MEDIA.

ALL FILINGS PAY $21.00.

Effective 3/30/2017
The fee for applications for special permits and/or variances will be as follows:

- Residential: $75.00
- Subdivisions over 3 lots: $125.00
- Commercial/Industrial: $150.00

These fees cover the first 25 abutters to be notified of the public hearing. For every additional 25 abutters, the petitioner will be charged an additional $25.00. The petitioner is required to estimate the number of abutters that will be immediately affected by the petition. This additional fee must be paid before the public hearing.

ZONING BOARD OF APPEALS
APPLICATION FOR GRANT OF VARIANCE

1. Date Filed:

2. Applicant's Name:

2a. Applicant's Address:

2b. Applicant's Phone:

3a. Owner's Name:

3b. Owner's Address:

3c. Owner's Phone:

3d. The Owner hereby appoints (Name of Applicant or Attorney) to act as agent for The purposes of submitting and processing this petition for variance

4. The owner's title to the land which is the subject matter of this application is derived under a deed from (Name of Previous Owner) dated recorded with the Norfolk County Registry of Deeds or Division of the Land Court (strike one)

   In Book __________ Page __________

5. The land shown in the Assessor's records as lot ________ on map ________ and has an address of or is located at __________________________________________
6. Sections of by-law from which variance is requested: *(Specify section number(s) and relief requested)*

7. Subject matter of variance: *(Describe what you want to do)*

**THESE QUESTIONS & ANSWERS ARE TO BE READ ALOUD AT THE SCHEDULE HEARING BY THE APPLICANT/REPRESENTATIVE:**

8. The following conditions are cited in support of the petition for variance owing to specific circumstances related to any or all of the characteristics of the site especially affecting land or structures on the site but not generally the district in which it is located as per section 10.3.3 of the Zoning By-law:

   (a) **Soil conditions:**

   (b) **Shape:**

   (c) **Topography of such land or the location of structures on the site:**

   (d) **A literal enforcement of the provisions of this by-law would involve substantial hardship, financial or otherwise to the appellant or petitioner:**

   (e) Desirable relief may be granted without substantial detriment to the public good:

   (f) Desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the By-law:

**USE VARIANCES SHALL BE PROHIBITED**
A Certified Plot Plan must include:

ZONING DISTRICT: ____________

Required Setbacks For District:

FRONT: __________ SIDE: __________ REAR: __________

Required Dimensions of Lot:

FRONTAGE: __________ AREA: __________ WIDTH: __________ DEPTH: __________

Dimension of lot as presently laid out:

FRONTAGE: __________ AREA: __________ WIDTH: __________ DEPTH: __________

Dimensions of structure: ______________________

Setbacks of structure:

FRONT: __________ REAR: __________ SIDELINES: ______________________

New Setbacks of Proposed structure:

FRONT: __________ REAR: __________ SIDELINES: ______________________

Proposed Dimensions of Lot:

FRONTAGE: __________ AREA: __________ WIDTH: __________ DEPTH: __________

A HEARING ON THIS MATTER WILL BE SCHEDULED WITHIN 65 DAYS AFTER FILING.

_____________________________  ______________________________
Applicant's signature          (if different from Petitioner)

_____________________________
Owner's Signature             (if different from Petitioner)