



# Sec. 1-10.4 Form for ZONING PERMIT & ZONING DETERMINATION

- FOR BUILDING DEPARTMENT USE -

## 1 PROPERTY INFORMATION

STREET ADDRESS \_\_\_\_\_

ASSESSOR'S MAP \_\_\_\_\_ LOT \_\_\_\_\_

OVERLAY DISTRICTS:

ZONING DISTRICT(S) \_\_\_\_\_  FLOODPLAIN  WATER RESOURCE

PREVIOUS SPECIAL PERMITS, SITE PLAN APPROVALS, FINDINGS OR VARIANCES ISSUED:  
\_\_\_\_\_

MUNIS # \_\_\_\_\_

PARCEL # \_\_\_\_\_

## 2 OWNER & APPLICANT INFORMATION

PROPERTY OWNER OF RECORD IS:  APPLICANT  OTHER PARTY: \_\_\_\_\_

APPLICANT \_\_\_\_\_

REPRESENTATIVE, if any \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

## 3 PROJECT & SITE DETAILS

NOTE: Any omission of requested information may result in an INCOMPLETE determination

No changes to building or lot Existing Proposed

LOT SIZE \_\_\_\_\_ SF \_\_\_\_\_ SF

FRONTAGE \_\_\_\_\_ FT \_\_\_\_\_ FT

FRONT LOT LINE \_\_\_\_\_ FT \_\_\_\_\_ FT

SIDE LINE (left/right) \_\_\_\_\_ FT / \_\_\_\_\_ FT \_\_\_\_\_ FT / \_\_\_\_\_ FT

REAR LOT LINE \_\_\_\_\_ FT \_\_\_\_\_ FT

BUILDING HEIGHT \_\_\_\_\_ FT \_\_\_\_\_ FT

TOTAL BLDG. FLOOR AREA \_\_\_\_\_ SF \_\_\_\_\_ SF

BLDG. COVERAGE (footprint) \_\_\_\_\_ SF / \_\_\_\_\_ % of lot \_\_\_\_\_ SF / \_\_\_\_\_ % of lot

IMPERVIOUS COVERAGE<sup>1</sup> \_\_\_\_\_ SF / \_\_\_\_\_ % of lot \_\_\_\_\_ SF / \_\_\_\_\_ % of lot

PARKING/LOADING SPACES \_\_\_\_\_ / \_\_\_\_\_ \_\_\_\_\_ / \_\_\_\_\_

SIGNS (size & type) \_\_\_\_\_

WETLAND AREA \_\_\_\_\_ SF \_\_\_\_\_ SF

UTILITY SERVICES  CITY WATER  CITY SEWER  CITY WATER  CITY SEWER

- FOR BUILDING DEPT. REVIEW -

REQ'D EX. NON-CONF:

\_\_\_\_\_ LOT SIZE

\_\_\_\_\_ FRONTAGE

\_\_\_\_\_ FRONT SB

\_\_\_\_\_ SIDE SB

\_\_\_\_\_ REAR SB

\_\_\_\_\_ BLDG HT

\_\_\_\_\_ FLOOR AREA LIMIT

\_\_\_\_\_ LOT COVER

\_\_\_\_\_ IMPERVIOUS

\_\_\_\_\_ PARKING

\_\_\_\_\_ SIGNS

NON-CONFORMING USE

<sup>1</sup>Buildings, roofs, driveways, pavements (including gravel), etc. are regulated in the Water Resource Protection District

CURRENT USE OF THE PROPERTY \_\_\_\_\_

PROPOSED USE OF THE PROPERTY \_\_\_\_\_

PROJECT DESCRIPTION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have attached additional narrative, plans or supporting materials (any oversize plans should also be included in an 8.5 x 11" format)

YES    NO    UNSURE      Work is proposed in or within 100' of a wetland or 200' of a stream/river, or construction will occur within the Floodplain district. If so, CONSERVATION COMMISSION review is required.

YES    NO    UNSURE      The project will disturb more than 40,000 square feet (1 acre) of land or is part of a larger project that will. If so, a STORMWATER MANAGEMENT PERMIT is required. *NOTE: Other site thresholds (building /impervious area, parking spaces, etc.) may trigger this permit requirement.*

*Non-Residential and Multi-Family (3+) Residential projects only:*

YES    NO      The project will increase at least one of the following by 25% or more: gross floor area, motor vehicle traffic at or to the site, number of parking spaces, number of tenants or employees.

**4 CERTIFICATION**

*This determination is based only on the information provided, which I represent as accurate. The issuance of a Zoning Permit does not relieve the Applicant of the responsibility to obtain other zoning or non-zoning permits, as may be required, and this determination is based on the zoning in effect at the issue date and grants no protection from any pending or future zoning changes. Additional information may be requested and required to properly process this form. Any non-zoning related comments provided are cursory in nature; Applicants should follow-up with appropriate City Departments. Sec. 2-144 of the Code of Ordinances authorizes the denial of a license or permit where an outstanding debt or obligation to the City exists. By my signature, I acknowledge the foregoing statements:*

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT    APPLICANT'S REPRESENTATIVE

**FILING INSTRUCTIONS:** Deliver this form (no fee required) to the Building Department (413) 572-6251. For digital submissions, please confirm receipt. A complete application will be processed within 30 days. The applicant must pick-up, or arrange for the receipt of, this processed form.

<input checked="" type="checkbox"/> <b>ZONING PERMIT DETERMINATION</b>			~ FOR BUILDING DEPARTMENT USE ONLY ~
<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED:	<input type="checkbox"/> The proposed use is not permitted in the subject zoning district <input type="checkbox"/> Only permissible with variance relief from the Zoning Board of Appeals	
<input type="checkbox"/> APPROVED PENDING ADDITIONAL APPROVAL:			
<u>Per Zoning Ordinance Section(s)</u>		<u>Approval Required</u>	<u>Permitting Authority</u>
_____	_____	<input type="checkbox"/> SPECIAL PERMIT(S)	<input type="checkbox"/> PLANNING BOARD
_____	_____	<input type="checkbox"/> SITE PLAN APPROVAL	<input type="checkbox"/> BOARD OF APPEALS
_____	_____		<input type="checkbox"/> CITY COUNCIL
_____	_____		
CITY BUILDING OFFICIAL _____		ISSUE DATE _____	
This determination may be appealable to the Zoning Board of Appeals under the provisions of MGL Ch. 40A Sec. 8.			