



MONTAGUE PLANNING BOARD

Town Hall, One Avenue A, Turners Falls, MA 01376 (413) 863-3200 Ext 207

Application for Special Permit & Site Plan Review

Please Do Not Write In Shaded Boxes

Application # _____

Amount of fee & date pd. _____

Date filed with Town Clerk _____

Checked by Planner _____

PB Hearing Date _____

PB Decision Filed _____

1. APPLICATION IS HEREBY MADE TO THE TOWN OF MONTAGUE PLANNING BOARD FOR: Special Permit pursuant to Section(s) _____ of the Montague Zoning Bylaws
Site Plan Review pursuant to Section(s) _____ of the Montague Zoning Bylaws

2. Applicant _____

Address _____

Phone _____ Email _____

3. Property Owner _____

Address _____

4. Applicant is: ____ Owner ____ Lessee ____ Contract Purchaser ____ Tenant in Possession

5. Location of Property _____, being situated on the _____ side of _____ Street, and shown on the Assessor's Map(s) # _____ Parcel(s) _____; Franklin County Registry of Deeds Book # _____, Page _____.
Zoning District _____

6. Description of proposed work and/or use _____

7. Site Plan attached ____ Yes ____ No (see checklist for information required)

If not attached, application may be considered to be incomplete and may not be accepted for filing.

9. I hereby certify that information contained herein is true to the best of my knowledge.

Applicant's Signature _____

Date _____

Application Filed: _____

Attest to filing, Town Clerk:

Decision Filed: _____

Attest, Town Clerk _____

INFORMATION FOR APPLICANT:

ADDITIONAL COPIES: In addition to the original application form and supplemental documents, a digital copy of all materials in .pdf format is also required. The Planning Board may require up to 6 hard copies of any and all documents, at the discretion of the Planning Board Chair.

FILING FEE: \$50.00 for a special permit; \$200 plus \$2.00 per parking space for site plan review; plus \$3.00 for each "party in interest" listed to a maximum of \$100, payable to the Town of Montague, is required to be paid before the application will be accepted for filing with the Town Clerk and Planning Board Clerk. The Planning Clerk can provide you with an estimate of the approximate number of parties of interest prior to submission of application. Applicant will also be billed for cost of legal advertisement; which must be paid in full before the public hearing.

NOTICES: The Planning Department will obtain the certified abutter's list and conduct the statutory legal notices which include mailing notice to parties of interest, posting and advertising the public hearing.

ADDITIONAL APPLICATION REVIEW FEES: The Planning Board may determine that the assistance of outside professional expertise is required due to the size, scale or complexity of a given project or its potential impact on the health, safety and welfare of the Town. When outside review is determined to be necessary, the Board may require that the applicant pay all reasonable expenses for this purpose, in accordance with Board regulations and M.G.L. Chapter 44 Section 53G.

CONDITIONS FOR APPROVAL: The applicant should be aware that if the application is approved, the Board may, at its discretion, and in addition to any applicable conditions specified in the zoning ordinances or subdivision regulations, impose such additional conditions as it finds reasonably appropriate to safeguard the neighborhood or serve the purposes of the zoning ordinance and subdivision regulations. Such conditions will be imposed in writing. The applicant may be required to post bond or other security for compliance with said conditions in an amount satisfactory to the Board.

FOR ADDITIONAL INFORMATION, CONTACT:

Planning Department, Town of Montague
Town Hall, One Avenue A
Turners Falls, MA 01376
Phone (413) 863-3200 Ext 207 Fax (413) 863-3222
Email: planner@montague.net