

**TOWN OF SUTTON, MASSACHUSETTS
PLANNING BOARD**

APPLICATION FOR SPECIAL PERMIT

Sutton Zoning Bylaws, Section IV.S - Accessory Apartments

This application and all supporting materials as per attached check list, must be presented at a regularly scheduled meeting of the Planning Board.

Date: _____

Applicant: _____ Phone: _____

Applicant's Address: _____

Owners Name: _____ Phone: _____

Owner's Address: _____

Deed of property Recorded in Worcester District Registry of Deeds:

Book _____ Page _____ Assessors Map # _____ Parcel # _____

Location of proposed use: _____

Description of proposed project/Reasons why proponent feels the permit should be granted:



Filed with the Planning Board: _____

Applicant's Signature: _____ Owner's Signature: _____

**Town of Sutton
Planning Board
Special Permit Check List**

- Special Permit Application (2 copies)
- Fact sheet with description of proposed project, including square footage, provisions for water and sewer and any other information you believe the Board may find helpful in reaching their decision. How does your permit meet the standards of the Zoning Bylaw?
- Drawings and photos of existing house and any proposed addition including floor plan. Site layout showing lot lines, location of home, parking and location of exterior entrances. All plans have to include dimensions and square foot totals.
- Submit Fees as follows:

Application Fee	\$50
Certified Mail Fee	Current Certified Mail Fee x # abutters
Hearing Ad Fee	TBD (Payable to M/S Chronicle)

The Application and Mailing fees can be submitted in one check made payable to The Town of Sutton
- Certified Abutters List (Form Attached)

