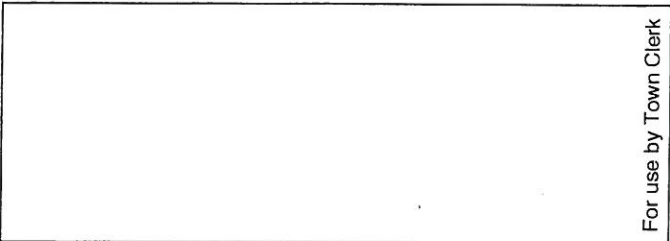


THIS APPLICATION FORM MUST
BE FILED WITH THE
TOWN CLERK
IN THE TOWN OF
MERRIMAC, MASSACHUSETTS



For use by Town Clerk

PLANNING BOARD SPECIAL PERMIT

GENERAL FILING INSTRUCTIONS:

The Merrimac Planning Board has been empowered by Article 26.2 as the **Special Permit Granting Authority (SPGA)** for certain Special Permits. The Board has adopted this Application for use in filing for a **SPECIAL PERMIT**. Where a project requires both a Special Permit and Site Plan Review, joint public meetings with the **Special Permit Granting Authority** and the **Site Plan Review Committee (SPRC)** shall be held concurrently to expedite the review process. Consult Zoning Bylaw, Article 26.2 Special Permits/Planning Board, and Article 19 Site Plan Review as applicable. It is recommended the Applicant become familiar with all Bylaw Articles that may relate to this Application.

In summary, the Applicant shall prepare documentation in accordance with the submission requirements set forth in Bylaw Article 19 Site Plan Review. Submittal plans shall include one or more scaled maps and/or drawings of the property, sealed by a Mass. Registered Professional appropriate to the work involved. Indicate existing structures and site conditions. Present the location and size of the proposed development, the total number of buildings or lots or dwellings. Show frontage, site access, setback distances, area calculations, etc. Applicant must pay specific attention to Bylaw Articles 19.7.2.1 through 19.7.2.21 and include all required documents and information as part of the filing package.

To file for the SPECIAL PERMIT, submit twenty (20) copy-sets of plans, surveys and all related materials, including this completed Application, to the Merrimac Town Clerk. A filing fee payable to the Town of Merrimac in the amount of **\$16,000.00 * (Sixteen Thousand Dollars)** for purpose of establishing a Special Permit escrow account is required. This account shall be drawn upon to pay the \$100.00 application filing fee, the cost of the Assessor Certified Abutters List; the "Notice of Hearing" advertisement charges for a locally circulated newspaper; postage for certified mailing to abutters, neighboring towns and required Planning Agencies; and administrative costs to prepare these mailings and advertisements. Also, this Escrow account shall be drawn upon at the discretion of the Planning Board to pay the costs of engineers, consultants, and other professionals deemed necessary during deliberations.

** Applications for a Special Permit involving no construction or engineering review and no Site Plan Review will require an escrow deposit of \$2,500.00 (Twenty five hundred dollars); applications for Site Plan Review, without the need of a Special Permit will require a deposit of \$10,000.00 (Ten Thousand Dollars).*
Any monies not required for these purposes shall be returned to the applicant at the end of the Special Permit process.

As explained in Bylaw Article 26.2.3., the Planning Board shall hold a Public Hearing in conformance to provisions of G.L. c.40A, Section 9, and with provisions of Merrimac Zoning Bylaw. The Public Hearing shall be held within 65 days after the filing of this Application. Notice of such hearing shall be given by publication and posting and by first class mailings to parties of interest as defined in G.L. c.40A, Section 11.

Applicant Information:

(Please Print Clearly)

Name : _____ Phone _____

Address _____

City, State, ZIP _____

Applicant's Interest in Property _____

Applicant has read and agrees to the above "General Filing Instructions."

Signature of Applicant _____ Date _____

