



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

For use by Town Clerk

# ZONING BOARD OF APPEALS

This Application has been authorized by the Merrimac Zoning Board of Appeals. It is for use in requesting a hearing before the Zoning Board of Appeals, consistent with Bylaw Article 25-Appeals. The requested hearing can be for a Variance, an Appeal of the Building Official's decision, a Special Permit in accordance with Section 6 of M.G.L. c.40A, or Comprehensive Permit M.G.L. c.40B.

## *The undersigned hereby:*

### APPLICATION FILING FEE

Select one  
applicable  
box

- |  |           |
|--|-----------|
| <input type="checkbox"/> Petition the Board to vary the terms of the Zoning Bylaw  | \$ 150.00 |
| <input type="checkbox"/> Apply to the Board for a Special Permit   | \$150.00  |
| <input type="checkbox"/> Appeal the Building Inspector's decision or failure to act  | \$ 150.00 |
| <input type="checkbox"/> Petition the Board for a Finding of Fact  | \$ 150.00 |
| <input type="checkbox"/> Submit application for M.G.L. ch. 40B project   |           |
| <i>Check the box below which pertains to your organization and enter the number of proposed dwelling units to determine Application Filing Fee</i> |           |
| <input type="checkbox"/> Limited Dividend Organization @ \$60.00/unit x _____ units = \$ _____   |           |
| <input type="checkbox"/> Non-Profit Organization @ \$40.00 per unit x _____ units = \$ _____   |           |

## *Applicant Information:*

( Please Print Clearly )

Name : \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Applicant's  
Interest in Property \_\_\_\_\_

**I hereby declare under the pains and penalties of perjury, the statements and information on this application are true and accurate, to the best of my knowledge and belief.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Property Information:**

( Please Print Clearly )

Street Address \_\_\_\_\_

NOTE: If undeveloped  
site, obtain address at  
Assessors Office \_\_\_\_\_

Property Dimensions → Lot Area: \_\_\_\_\_ Sq.Ft. Frontage: \_\_\_\_\_ Feet.

Assessors Map &amp; Parcel Number → Map: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Zoning District →

<input type="checkbox"/> Village Center (VC)	<input type="checkbox"/> Village Residential (VR)	<div style="border: 1px solid red; padding: 5px;"><input type="checkbox"/> Water Resource Protection District (WRPD) <input type="checkbox"/> Floodplain District (FP) <input type="checkbox"/> Rural Agricultural Preservation Overlay District (RA)</div>
<input type="checkbox"/> Suburban - Residential (SR)	<input type="checkbox"/> Lake Attitash (LA)	
<input type="checkbox"/> Highway Services (HS)	<input type="checkbox"/> Agricultural - Residential (AR)	
<input type="checkbox"/> Rural Highway (RH)	<input type="checkbox"/> Office-Light Industrial (OI)	

For lots divided by Zoning Boundry, see Bylaw Article 3.9. Select the applicable districts, above. Show Zoning Boundry line, dimensions and calculated areas of each subdistrict on the proposed site plans submitted with this Application.

Current Use → ☐ Residential ☐ Commercial ☐ Industrial ☐ Undeveloped ☐ Other: \_\_\_\_\_Proposed Use → ☐ Residential ☐ Commercial ☐ Industrial ☐ Mixed Use ☐ Other: \_\_\_\_\_

Property Owner of Record →

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Contact Info: \_\_\_\_\_

**Authorizing Signature of Property Owner** (if different from Applicant):

As property owner, I have authorized the above-named Applicant to proceed with this application

Date \_\_\_\_\_

**Summary Narrative:**

*Cite applicable section(s) of Merrimac Zoning Bylaw specific to this petition. Summarize information and reason facts to explain your argument or proposal. Attach additional sheets, if necessary.*

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***General Filing Instructions:***

This Application has been authorized by the Merrimac Zoning Board of Appeals. It is for use in requesting a hearing before the Zoning Board of Appeals, consistent with Bylaw Article 25-Appeals. The requested hearing can be for a Variance, an Appeal of the Building Official's decision, or a Special Permit in accordance with Section 6 of M.G.L. c.40A.

In addition, the Zoning Board of Appeals has been empowered by Zoning Bylaw, Articles: 26.1, 26.3 and 26.4 as the Special Permit Granting Authority (SPGA) for certain other Special Permits. Consult Merrimac Zoning Bylaw to determine applicability. You may purchase a copy from the Merrimac Town Clerk's office.

When filing for a Comprehensive Permit pursuant to M.G.L. c.40B (see Bylaw Article 25.3), or for certain Special Permits, the Applicant shall be subject to 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 and/or dwellings. Show frontage, site access, setback distances, area calculations, etc. Applicant should pay specific attention to Bylaw Articles 19 and 20, and include all documents and information required therein as part of the filing package.

To file, Applicant must submit eleven (11) copy-sets of plans, survey and all related materials as appropriate, along with eleven (11) copies of this completed Application, to the Merrimac Town Clerk. The required Application Filing Fee, as determined from page one, is payable to the Town of Merrimac at this time.

A 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 M.G.L. c.40A, Section 11.

Please note, "Notice of Hearing" advertisement costs are NOT included in the above listed Filing Fees. The Applicant shall be responsible for hearing-notice advertising charges, billed directly by the locally circulated newspaper used by the Zoning Board of Appeals. Also, at the time of filing, Applicant must purchase a Certified Abutters List from the Merrimac Assessors Office and without delay, deliver said list to the Administrative Assistant of the Zoning Board of Appeals.

The Administrative Assistant will then calculate and collect an \$8.00 postage and administrative fee for each address on the abutters list, and shall send notification of the hearing to each via Certified US Mail. All return receipts are due no later than the first posted hearing date.

**I have read the "GENERAL FILING INSTRUCTIONS" above and understand I shall be responsible for prompt payment of hearing notice advertising charges, billed directly by the locally circulated newspaper used by the Zoning Board of Appeals, and for obtaining an Abutters List and for mailing fees. Further, I hereby appoint the Administrative Assistant to the Zoning Board of Appeals as agent for the purposes of publishing all required hearing notices.**

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

**NOTE: Applicant must file a copy of the ZBA's favorable decision with the Registry of Deeds. A copy of the filing receipt must be included with the Building Permit application.**

*For Official Use*