



Town of Uxbridge
Planning Board
21 South Main St.
Uxbridge, MA 01569
(508) 278-6487

TOWN CLERK DATE STAMP

PLANNING BOARD #

SPECIAL PERMIT APPLICATION FORM

I. Applicant Information

Organization Name	Contact Person	
Street Address	Additional Address	
City/Town	State	Zip Code
Telephone Number	Fax Number	Email Address
Other Comments		

II. Representative Information

Organization Name	Contact Person	
Street Address	Additional Address	
City/Town	State	Zip Code
Telephone Number	Fax Number	Email Address
Other Comments		

III. Owner Information

Organization Name		Contact Person	
Street Address		Additional Address	
City/Town	State	Zip Code	
Telephone Number	Fax Number	Email Address	
Other Comments			

IV. Site Information

Assessors Map	Assessors Parcel	Deed Book	Deed Page
Street Address		Additional Address	
City/Town	State	Zip Code	
Other Comments			

V. General

a.) Reason for Application (Check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> New Use | <input type="checkbox"/> Commercial Construction |
| <input type="checkbox"/> Expansion of Existing Use | <input type="checkbox"/> Industrial Construction |
| <input type="checkbox"/> Other (please indicate): | <input type="checkbox"/> Residential Construction |

b.) Please provide a brief overview of the Project Scope:

VI. Submittal Requirements FOR PLANNING BOARD USE ONLY

1) Has a current certified abutters list for all abutters within 300-feet of the subject properties (and all parties in interest) been submitted with the Application? YES NO

2) Have completed certified return receipt cards and an abutter notification form been submitted with the application for each abutter/party of interest identified in item 1, above? YES NO

- 3) Have fifteen (15) copies of this complete submittal been transmitted to the Planning Board?** YES NO
- 4) Does the Application Package include a written narrative detailing the scope of the project and also address the following issues:** YES NO
- a) Proposed Use?** YES NO N/A
- b) Hours of Operation?** YES NO N/A
- c) Traffic Impact & Assessment?** YES NO N/A
- d) Stormwater Management?** YES NO N/A
- e) Other potential nuisance issues?** YES NO N/A
- 5) Has a plan been submitted at a suitable scale to clearly show the scope and intent of the proposed project?** YES NO N/A
- a) Has a Floor Plan been prepared and stamped by a Professional Architect?** YES NO N/A
- b) Has a Site Plan been prepared and stamped by a Professional Engineer?** YES NO N/A
- c) Has a Site Plan been prepared and stamped by a Professional Land Surveyor?** YES NO N/A
- d) Does the Site Plan show all property boundaries and building setbacks?** YES NO N/A
- e) Does the Site Plan show all existing and proposed placement of buildings?** YES NO N/A
- f) Does the Site Plan show all existing and proposed placement of structures?** YES NO N/A
- g) Does the Site Plan show all existing and proposed parking spaces?** YES NO N/A
- h) Does the Site Plan show all existing and proposed loading areas?** YES NO N/A
- i) Does the Site Plan show all existing and proposed driveways and driveway openings?** YES NO N/A
- j) Does the Site Plan show all existing and proposed service areas?** YES NO N/A
- k) Does the Site Plan show all facilities for surface and ground drainage and erosion controls?** YES NO N/A

- l)** Does the Site Plan show all landscape features (such as fences, walls, planting areas and walks)? YES NO N/A
- m)** Does the Site Plan show all exterior lighting? YES NO N/A
- n)** Does the Site Plan show all loudspeaker devices and signs? YES NO N/A
- 6)** Does the submittal demonstrate that the use will not be injurious or detrimental to the neighborhood? YES NO N/A
- 7)** Does the submittal demonstrate traffic safety and ease of access at street and highway entrances and exits of driveways, taking account of grades, sight distances and distances between such driveway entrances, exits and the nearest existing street or highway intersection; YES NO N/A
- 8)** Does the submittal demonstrate safety and adequacy of driveway layout, off-street loading areas for materials and products, off-street loading sites for customers, and sufficiency of access of service vehicles such as electricity, gas, fuel, telephone, rubbish removal, water, sewer, fire, police, ambulance or other routine or emergency vehicles. YES NO N/A
- 9)** Does the submittal demonstrate safe and adequate means of disposal of sewage, of garbage and rubbish, safety and adequacy of water supply and distribution, and of fire fighting facilities on the site, if such are to be furnished; YES NO N/A
- 10)** Does the submittal demonstrate positive storm-water drainage and snow melt runoff from all driveways and from all parking and loading areas on the site; YES NO N/A
- 11)** Does the submittal demonstrate sufficiency of spaces for off-street parking of automobiles of customers, patrons and employees? YES NO N/A
- 12)** Additional Information (attach extra sheets as necessary):
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VII. FEES

The applicant shall be responsible for an administrative fee payable to the Town of Uxbridge. The applicant shall also be responsible for all other costs associated with the processing of the Special Permit Application, including costs for advertising and postage as required for notice under M.G.L. C40A. Further, he shall also be responsible for all costs associated with peer/consultant review, in an amount to be determined by the Planning Board.

Applicants must submit the following information to confirm fee payment:

Check Number

Check date

Payer name on check

Applicant name (if different from payer)

*

VIII. SIGNATURES

I hereby certify under the penalties of perjury that the foregoing Special Permit Application and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge. I understand that the Planning Board will place notification of this Submittal in a local newspaper at the expense of the Applicant in accordance with the requirements of the State Zoning Act.

I further certify under penalties of perjury that a current list of all abutters and other relevant parties of interest were provided to the Planning Board office with current mailing addresses. These parties will be notified by the Uxbridge Planning Board pursuant to the requirements of the State Zoning Act. Notice must be made in writing by hand delivery or certified mail (return receipt requested) to all abutters within 300 feet of the property line of the project location. **All original signatures shall be in blue ink.**

Signature of Applicant

Date

Printed or Typed Name of Applicant

Signature of Property Owner(s)

Date

Printed or Typed Name of Property Owner(s)

Signature of Representative (if any)

Date

Printed or Typed Name of Property Owner(s)

Signature of Representative (if any)

Date

Printed or Typed Name of Representative (if any)

***Please note that all above signatures must be provided unless a notarized authorization form accompanies the application submittal granting an individual the authority to sign and/or act on behalf of the Owner/Applicant.*

