

CHECKLIST FOR PETITIONS TO SOMERSET ZONING BOARD OF APPEALS

ALL PETITIONS MUST INCLUDE THE FOLLOWING:

- \_\_\_\_\_ SIGNED PETITION (6 TOTAL - ORIGINAL PLUS 5 COPIES)
- \_\_\_\_\_ FILING FEE
- \_\_\_\_\_ ABUTTERS LIST AND FIELD CARD (FROM ASSESSORS OFFICE)
- \_\_\_\_\_ FIVE COPIES OF A TO-SCALE PLAN, PREFERABLY ON PAPER SIZE NO LARGER THAN 11" x 17", **ALSO AN ELECTRONIC VERSION IS REQUESTED**, SHOWING ALL LOT LINES FOR THE ENTIRE LOT WHICH IS THE SUBJECT OF THE PETITION, STREET LINES, ZONING DISTRICT BOUNDARIES (IF APPLICABLE), THE EXACT LOCATION ON THE LOT OF EACH PRESENT AND PROPOSED STRUCTURE, ROAD, DRIVEWAY, AND PARKING AREA OR SPACE, DIMENSIONS FOR ALL PRESENT AND PROPOSED STRUCTURES ON THE LOT, AND APPLICABLE SET-BACK DISTANCES OF SUCH STRUCTURES FROM THE LOT LINES. FOR PETITIONS SEEKING DIMENSIONAL RELIEF AND PLANNED DEVELOPMENT APPROVAL, IT IS RECOMMENDED THAT A REGISTERED LAND SURVEYOR OR ENGINEER BE CONSULTED.  
**[NOT REQUIRED FOR PETITIONS FOR A CUSTOMARY HOME OCCUPATIONS/ PROFESSIONAL OFFICES IN A DWELLING—SEE BELOW]**.
- \_\_\_\_\_ ALL TAXES AND FEES OWED TO THE TOWN OF SOMERSET ARE PAID IN FULL
- \_\_\_\_\_ THIS CHECKLIST SIGNED

ADDITIONAL SPECIAL REQUIREMENTS:

**\*\*\*\*ALL PETITIONS FOR CUSTOMARY HOME OCCUPATION/PROFESSIONAL OFFICES IN A DWELLING MUST INCLUDE THE FOLLOWING:**

- \_\_\_\_\_ COMPLETED CHECKLIST FROM BY-LAW SECTION 7.6 (9 CONDITIONS).

**\*\*\*\*ALL PETITIONS FOR PLANNED DEVELOPMENT/SITE PLAN APPROVAL MUST INCLUDE A SITE PLAN OR PLANS MEETING ALL OF THE SPECIFIC REQUIREMENTS IN ZONING BY-LAW SECTION 6.10.3**

- \_\_\_\_\_ PLAN(S) MEETING ALL REQUIREMENTS OF BY-LAW SECTION 6.10.3

\_\_\_\_\_ HEARING WITH PLANNING BOARD SCHEDULED (PLANNING BOARD RECOMMENDATION REQUIRED BEFORE ZONING BOARD HEARING, UNLESS 30 DAYS PASS AFTER PLAN SUBMITTED TO PLANNING BOARD)

PETITIONS FOR TELECOMMUNICATIONS FACILITIES (SEE ZONING BY-LAW SECTION 7.6.2) AND PETITIONS FOR COMPREHENSIVE PERMITS UNDER G.L. CHAPTER 40B (SEE MODEL LOCAL RULES OF THE MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT) MUST MEET ADDITIONAL SUBMISSION REQUIREMENT.

IN ALL CASES, THE ZONING BOARD OF APPEALS RESERVES ITS RIGHT TO REQUIRE SUCH OTHER SUBMISSIONS AND INFORMATION AS IT DETERMINES ARE NECESSARY FOR IT TO MAKE ITS DECISION, INCLUDING BUT NOT LIMITED TO THOSE OBTAINED BY HIRING OUTSIDE CONSULTING SERVICES PURSUANT TO THE BOARD'S REGULATIONS AND M.G.L. CHAPTER 44, SECTION 53G.

I, \_\_\_\_\_, hereby certify that I am duly authorized to sign this form on behalf of the Petitioner \_\_\_\_\_, and that to the best of my knowledge and information the Petition is complete and includes the items I have checked off above. Signed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Sign Name: \_\_\_\_\_  
Print Name:  
Print Title (if any):  
Print Name of Petitioner:

NOTE: THE FOLLOWING ZONING PETITIONS MUST BE FILED WITH THE SOMERSET PLANNING BOARD:

- OPEN SPACE COMMUNITY-SEE BY-LAW SECTION 8
- WATERSHED PROTECTION DISTRICT: SEE BY-LAW SECTION 9.1
- WATER RESOURCES PROTECTION DISTRICT: SEE BY-LAW SECTION 9.2
- MIXED USE OVERLAY DISTRICT: SEE BY-LAW SECTION 9.4