



Edgartown Planning Board

P.O. Box 5130, 70 Main Street, Edgartown, MA 02539

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planningboard@edgartown-ma.us

Application for Special Permit

IN ACCORDANCE WITH EDGARTOWN ZONING BYLAW, SECTION 10.2, TO MAKE USE OF LAND OR TO ERECT OR MAINTAIN STRUCTURES THEREON FOR THE PURPOSES STATED IN THIS BYLAW UNDER CONDITIONALLY PERMITTED USES.

PROPERTY OWNER

Name (individual or corporate)*: _____
**Name must exactly match name on property title! Errors will delay processing of application.*

PROPERTY INFORMATION

Street and Number: _____
City: _____ State: _____ ZIP: _____
Assessors' Map and Parcel: _____
Zoning Reference: _____ Zone: _____ Overlay District: _____
Title to Land is derived under: Deed Land Court Certificate of Title
Book #: _____ Page #: _____

APPLICANT (OWNER OR AGENT)

Name: _____
Title: _____
Company: _____
Address: _____
City: _____ ST: _____ ZIP: _____
Telephone: _____
Email: _____
Applicant is: _____ Owner _____ Agent for the Owner

SUBJECT PARCEL IS CURRENTLY SERVED BY (CHECK ANY THAT APPLY)

private well town water private septic town wastewater

PROPOSAL WILL INCLUDE (CHECK ANY THAT APPLY)

installation of new well installation of new septic system
 new connection to town water new connection to town wastewater

Applicant Requests a Special Permit under Section _____ of the Edgartown Zoning Bylaw.

BRIEF PROJECT NARRATIVE* (DESCRIBE WORK TO BE DONE)

**Narrative may be included as a separate document.*

Application for Special Permit

PLEASE NOTE THE FOLLOWING

YOUR APPLICATION MUST INCLUDE:

- **A PLAN OF LAND** clearly showing the location of work, prepared in accordance with the Edgartown Planning Board Special Permit Rules and Regulations Article II Section 3, as amended.
- **A FLOORPLAN** for any affected structure, clearly showing all conditioned spaces within the structure. (From Section 3 of Chapter 40A of the General Laws: “No zoning ordinance or by-law shall regulate or restrict the interior area of a single family residential building...”)
- **A LETTER of AGENT AUTHORIZATION.** If applicant is a third party, a letter from owner or trustee must be included, permitting agent to act on behalf of property owner on all matters related to the application.
- **EXTERNAL ARCHITECTURAL ELEVATIONS** of any buildings proposed to be constructed.
- **FILING FEE** of \$175 for residential purposes, or \$275 for commercial purposes. Check must be made payable to “Town of Edgartown”

YOUR APPLICATION MAY INCLUDE:

Site photos, architectural renderings, photos of existing structures, letters of testimony from abutters, other materials as might be necessary to support this application.

ELECTRONIC SUBMISSION OF APPLICATION ENCOURAGED:

Applicants are encouraged to submit all materials electronically. Scans of original signatures are acceptable. Submission of materials in PDF document format is strongly preferred.

PUBLIC INSPECTION OF APPLICATION:

Upon submission to the Town, all application materials become public record and are subject to public inspection. The Town of Edgartown is required by law to provide upon request copies of materials as submitted by any applicant, and correspondence to or from applicants.

COSTS FOR PUBLICATION, PUBLIC NOTICE TO ABUTTERS

Upon submission of an application, the **APPLICANT** agrees to pay

- the necessary application fee as noted herein;
- all costs for publication of the Notice of Public Hearing in a newspaper of local circulation; and
- any costs relative to the distribution of public notices to abutters.

APPLICANT SIGNATURE

By signing this document, applicant certifies that all information provided herein is true to the best of their knowledge. Applicant further agrees to abide by all terms herein, the Edgartown Planning Board Rules and Regulations for Issuance of Special Permits, the Edgartown Zoning Bylaw, and the General Laws of the Commonwealth of Massachusetts.

Signature: _____ Date: _____

Full Name: _____