

Leicester Zoning Board of Appeals Special Permit & Variance Application Form

PERMIT TYPE: Special Permit Variance

Date: _____

CONTACT INFORMATION			
Property Owner:			
Name:			
Company Name:			
Signature:			
Address:			
Phone:		Email:	
Applicant:			
Name:			
Company Name:			
Signature:			
Address:			
Phone:		Email:	
Primary Contact Person: (The person that will be contacted by Town staff during the application process.)			
Name:			
Company Name:			
Address:			
Phone:		Email:	
PROJECT INFORMATION			
Project Address:		Zoning District:	
Assessors Map & Parcel #			
Deed Reference (Book/Page):			
Size of Proposed Structures:		Total Lot Area:	
Water Source:		Sewer Source:	
Applicable Zoning Bylaw Section(s):			
Brief Project Description:			
Please include a brief description on this form (i.e. do not write "see attached"). <i>[Examples: construction of a 10' x 20' shed in the front yard of an existing home; installation of a 60s.f. freestanding sign (special permit required to exceed 50 s.f.)]</i>			

PROJECT INFORMATION, Continued

State Briefly Reasons for Variance or Special Permit:

See Zoning Board of Appeals Instructions for Variance and Special Permit Applications. You may use the space below and/or attach additional pages as necessary to fully describe the application and reasons for the variance or special permit.

APPLICATION CHECKLIST:

Use this checklist to ensure you have provided all required information.

Three (3) copies of all paper submittals are required except where noted.

<input type="checkbox"/> Application Form	<input type="checkbox"/> Any supplemental information where applicable (letters, detailed project information, etc.)	<input type="checkbox"/> Plans (1-full-size & 2 11"x17")
<input type="checkbox"/> Certified Abutters List (1 copy)	<input type="checkbox"/> Fee (\$175) - check payable to the Town of Leicester	<input type="checkbox"/> .pdf copy of <u>all</u> submitted documents (CD or USB Drive)

Submit the full application to the Town Clerk's Office

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