

For Planning Office Use:
File #: _____

Leicester Planning Board Site Plan Review & Special Permit Application Form

PERMIT TYPE: Special Permit Site Plan Review

CONTACT INFORMATION

Owner Information			
Name:	Brian Blair	Company Name:	Thompson Woodmont Reality, LLC
Signature:			
Address:	12 Coolidge Dr. Acton, MA 01720		
Phone:	(978) 201-1884	Email:	brianblair1977@gmail.com
Applicant Information			
Name:	Patricia Shevory	Company Name:	Spencer Child Care Center, Inc.
Signature:			
Address:	DBA: Leicester Early Learning Center 759 Main St Leicester, Ma 01524		
Phone:	(508) 341-1529	Email:	leicesterearlylearning@gmail.com
Primary Contact Person <small>(The person that will be contacted by Planning Board staff during the application process.)</small>			
Name:	Patricia Shevory	Company Name:	Spencer Child Care Center, Inc.
Address:	759 Main St Leicester, Ma 01524		
Phone:	(508) 341-1529	Email:	leicesterearlylearning@gmail.com

PROJECT INFORMATION

Project Address:	803 Main st	Zoning District:	B
Assessors Map & Parcel #	21-B3-0	Deed Reference (Book & Page):	64985-206
Applicable Zoning Bylaw Section(s):			
Proposed Land Use:	Mixed		
Existing Land Use:	Business		

PROJECT INFORMATION, Continued

Size of Proposed Structure(s):	2,700 square ft.	
Total Lot Area:	1+ acre	
Water Source: (Select One)	<input type="radio"/> Private Well	<input type="radio"/> Cherry Valley & Rochdale Water District
	<input type="radio"/> Hillcrest Water District	<input checked="" type="radio"/> Leicester Water Supply District
Sewer Source: (Select One)	<input type="radio"/> Private Septic System	<input type="radio"/> Cherry Valley Sewer District
	<input type="radio"/> Hillcrest Water District	<input checked="" type="radio"/> Leicester Water Supply District
	<input type="radio"/> Oxford Rochdale Sewer District	
Brief Project Description:		
<p>Please include a brief description on this form (i.e. do not write "see attached"). [Examples: New construction of a 20,000s.f. retail building and associated parking; Use of a 1,000s.f. portion of an existing structure for a proposed pet grooming clinic.]</p> <p>We currently own Leicester Early Learning Center at 759 Main Street adjacent to this location. After an in-depth needs assessment, and with more families moving into the community, we see there is a strong need in Leicester for more child care. We'd like to open a second location to accommodate those needs.</p> <p>We would be using the 2,700 existing portion of the building. We are planning on starting with 38 children and eventually having a max amount of children at 58. We will be open Monday through Friday from 6:45-5:30. Our hours will never be longer than this. We will be licensed by the Department of Early Education and Care. We will care for children ages 2 months to nine years. Staffing at max will be 9. We will always follow the MA Dept. of Early Education and Care staffing requirements and full regulations.</p>		

Application Checklist

Use this checklist to ensure you have provided all required information. See Planning Board Site Plan Review & Special Permit Regulations for details. 13 copies are required except where noted.

<input type="checkbox"/> Plans (2-full-size & 11-11"x17")	<input type="checkbox"/> Detailed Project Narrative including any waiver requests ¹	<input type="checkbox"/> Drainage Analysis/ Stormwater Report, (3 copies) <input type="checkbox"/> n/a
<input type="checkbox"/> Documentation of Availability of Water & Sewer <input checked="" type="checkbox"/> n/a	<input type="checkbox"/> Certified Abutters List (1 copy) ² <input type="checkbox"/> n/a	<input type="checkbox"/> Traffic Study (3 copies) <input type="checkbox"/> n/a
<input type="checkbox"/> Fees ³	<input type="checkbox"/> .pdf copy of all required submittals (CD or USB Drive)	

¹ See Planning Board Site Plan Regulations for details on what should be included in a Project Narrative. For special permits that don't require conformance with Site Plan Review submittal requirements, submit a narrative explaining conformance with special permit approval criteria (see Special Permit Regulations for details).

² certified abutters lists are required for all Special Permits applications and for Major Site Plan Review Applications (new construction over 30,000 s.f. and ground-mounted solar over 250,000 s.f or 2 acres or more of tree clearing)

³ Please refer to the Planning Board's Fee Regulations. Checks must be made out to the Town of Leicester

For Planning Board Use:			
Date of Submittal:			
Public Hearing/Meeting Date(s):			
Date of Planning Board Vote:			
Date Decision Filed with Town Clerk:			