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# PLEASE COMPLETELY FILL OUT ONE ZONING APPLICATION FORM WITH ATTACHMENTS

Submit Five Copies and One Digital Copy to  
The Town Clerk's Office by  
The Specified Date.

**The applicant or a representative of the applicant  
MUST ATTEND the hearing**

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The North Attleboro Zoning Board of Appeals policies and procedures as adopted by the Board and in accordance with the Massachusetts General Laws Chapter 40A and all amendments thereto.

The Zoning Board of Appeals has an office on the second floor of Town Hall, 43 South Washington Street. The Board typically meets on the third Tuesday of every month and will hold special meetings when necessary. All application forms, with instructions are available in the Zoning Office or on the Towns Website.

*Any questions on the information contained in this packet should be addressed to the Zoning Board Clerk at 508-699-0126*

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# INSTRUCTION FOR FILING A ZONING BOARD APPLICATION

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Applications must be filled out in its entirety. You must select what you are applying for (Permit: Variance / Special Permit / Appeal of Building Inspectors Decision) If you are unsure of what you need, please check with the building department.

Submit **5** copies of the application & **5** site plans (blueprints, Computer drawings, extremely detailed sketches), include a digital copy of the completed application including any supporting documentation via email;

**All applications required the following information:**

- A. *Accurate measurements & placement of your existing home, any proposed changes to your home & existing & proposed structures (i.e... sheds, pools, patio's driveway etc.)*
- B. *Inside layout of the home along with finished outside views including front, side & rear elevations including height and roof pitch. The Board wants to see what the finished product will look like. Please provide front, side, and rear drawings with dimensions.*

**IF ZONING APPROVAL IS GRANTED THE BUILDING INSPECTOR MAY STILL REQUIRE A SCALE PLAN OF THE LOT DRAWN & STAMPED BY A REGISTERED LAND SURVEYOR**

You must obtain a **"Certified List of Abutters"** from the Assessor's Office (**\$25.00** fee). This is a list of ALL parties of interest which includes the petitioner, direct abutters, and owners of land directly opposite on any public or private road and ABUTTERS TO THE ABUTTERS IF THEY ARE WITHIN 300 feet of the property line of the petitioner as they appear on the most recent tax list. Obtain the correct plat & lot numbers from the Assessor's Office and write them in on the form you received with your application.

All completed applications (5 copies of application, 5 site plans, 1 certified list of abutters and attachments as listed in above) along with THREE checks, MUST BE submitted to the Town Clerk's office.

- **First check** made payable to the **Town of North Attleboro** in the applicable amount as designated in the Policy & Procedures.
- **Second check** made Payable to the **"Sun Chronicle"**, the amount to be determined by the Zoning Clerk AND
- **Third check** made payable to **U.S. Postal Service** CMRS-TMS in the amount determined by the Zoning Clerk.

A list of scheduled meetings and their deadlines are in this packet. **THERE WILL BE NO EXCEPTIONS TO THE DEADLINES.** The applicant or someone representing the applicant **MUST ATTEND** the hearing.

Any application for a hearing before the Zoning Board in an Industrial Commercial Area or for non-residential use or residential use exceeding 2 dwellings on lots within an approved subdivision plan, must submit the site plan to the Planning Board.

- *All Variances for subdivision of property abutting any highway or road must have a plan submitted to the Planning Board for approval or disapproval.*
- *All Variance or Special Permit requests concerning Stables, kennels, or Veterinary hospital or enclosing of animals in pens must have prior written approval from the Board of Health. A copy of this approval must be attached to the application.*
- *If your Variance or Special Permit has been approved there is a 20-day appeal period which starts when the ZBA Clerk submits a written decision to the Town Clerk. The ZBA clerk by law has 14 days after the date of the hearing in which to do this. **NO PERMITS CAN BE ISSUED UNTIL AFTER THE 20 DAY APPEAL PERIOD HAS PASSED.** At that time, you will receive from the Town Clerk's Office a stamped copy of the decision, which must be filed by the applicant, at the Taunton Registry of Deeds. You **MUST GET A RECEIPT OR A STAMPED COPY FROM THE REGISTRY OF DEEDS TO PROVE THAT IT WAS IN FACT RECORDED.***
- *Then you may take your receipt to the Building Inspectors office and apply for a building permit*



TOWN OF NORTH ATTLEBOROUGH

# ZONING BOARD OF APPEALS

Updated Fees as of July 1, 2022

**APPLICATION TYPE**

**FEE**

*Residential - Variance*

**\$100.00**

*Exception: Residential structures in excess of 3 units \$400.00 plus an additional \$100.00 for each additional form of relief being sought.*

*Special Permit*

*Ex: If you need a setback variance & a square footage variance. Fee \$500.00*

*Commercial - Variance*

**\$400.00**

*plus an additional \$100.00 for each additional form of relief being sought.*

*Special Permit*

*Ex: If you need a setback variance & a square footage variance. Fee \$500.00*

*Appeal of the Building Inspector's Decision*

**\$100.00**

*Comprehensive Permit*

**\$1500.00**

**Up to 100 Units**

*Over 100 Units - additional \$100 per unit (Plus a \$30,000 Deposit for review Fees)*

*In-Law Apartment*

**\$200.00**

*Includes the In-law Certificate required by Building for permits*

*Legal Notice*

*To be determined - Will be Contacted*

*To be determined - Will be Contacted*



# ZONING BOARD OF APPEALS

Town of North Attleboro

Application for Variance, Special Permit or Exception

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Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

The undersigned hereby applies to the Zoning Board of Appeal for:

- Variance
- Special Permit
- Appeal Decision of Building Inspector

Name of Applicant: \_\_\_\_\_ Address: \_\_\_\_\_

Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Location of Premises  
(Street Number) \_\_\_\_\_ (Name of Street) \_\_\_\_\_

Assessor's Plat Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Dimensions of Lot: Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Area: \_\_\_\_\_

Zoning Districts in which premises are located \_\_\_\_\_

How long have you owned above premises? \_\_\_\_\_

Is there a building on the premises at present? \_\_\_\_\_

Size of Existing Building \_\_\_\_\_

Proposed Building of Structure \_\_\_\_\_

Proposed Use of Premises \_\_\_\_\_

Extent of Proposed Alterations \_\_\_\_\_

Number of Families to Use Building \_\_\_\_\_

Provision or regulation of Zoning By-Law or State Enabling Act under which application for Exemption, Special Permit or Variance is made:

State Grounds for Exemption, Special Permit or Variance:

Respectfully Submitted,

Signature \_\_\_\_\_

Address \_\_\_\_\_

**Note: A location plan and such sketches as may be required by the rules of the Board shall be filed with the application.**

8. **Special Permits.** Certain uses, structures or conditions are designated as exceptions in Section V., Use Schedule B, and elsewhere in this bylaw. Upon written application duly made to the Board of Appeals, the Board may, in appropriate cases subject to the applicable conditions set forth in Section VI of this bylaw and elsewhere, and subject to other appropriate conditions and safeguards, grant a special permit for such exceptions and no others.

- A. Before approving an application for a special permit, the Board with due regard to the nature and condition of all adjacent structures and uses, and the district within which the same is located, shall find all of the following general conditions to be fulfilled.
- (1) The use requested is listed in the Schedule B as a special permit in the district for which application is made or is so designated elsewhere in this bylaw.
  - (2) The requested use is essential or desirable to the public convenience or welfare.
  - (3) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.
  - (4) The requested use will not overload any public water, drainage, or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the town will be unduly subjected to hazards affecting health, safety, or the general welfare.
  - (5) Any special regulations for the use, set forth in Section VI, are fulfilled.
  - (6) The requested use will not impair the integrity or character of the district or adjoining zones, nor be detrimental to the health, morals, or welfare.
- B. The Board shall also impose in addition to any applicable conditions specified in this bylaw such additional conditions as it finds reasonably appropriate to safeguard the neighborhood, or otherwise serve the purposes of this bylaw, including, but not limited to, the following: front, side, or rear yards greater than the minimum required by this bylaw; screening buffers or planting strips, fences, or walls, as specified by the Board; modification of the exterior appearance of the structures; limitation upon the size, number of occupants, method and time of operation, time duration of permit, or extent of facilities; regulation of number and location of driveways, or other traffic features; and off-street parking or loading or other special features beyond the minimum required by this bylaw. Such conditions shall be imposed in writing, and the applicant may be required to post bond or other security for compliance with said conditions in an amount satisfactory to the Board.
- C. In order that the Board may determine that the above-mentioned restrictions are to be met, a site plan shall be submitted, in duplicate, to the Board by the applicant. Said site plan shall show, among other things, all existing and proposed buildings, structures, parking spaces, driveway openings, driveways, service areas, and other open uses, all facilities for sewage, refuse and other waste disposal, and for surface water drainage, and all landscape features such as fences, walls, planting areas, and walks.

The Board shall within ten days after receipt thereof, transmit one copy of such plan to the Planning Board. The Planning Board may, in its discretion, investigate the case and report in writing its recommendations to the Board.

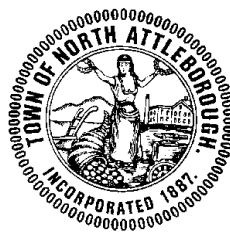
9. **Variations.** The Board of Appeals may authorize a variance for a particular use or parcel of land or to an existing building thereon from the terms of this bylaw where, owing to conditions especially affecting such parcel or such building but not affecting generally the district in which it is located, a literal enforcement of the provisions of this bylaw would involve substantial hardship, financial or otherwise, to the appellant and where desirable, relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of this bylaw.

Before any variance is granted, the Board must find all of the following conditions to be present:

- a. Conditions and circumstances are unique to the applicant's lot, structure or building and do not apply to the neighboring lands, structures, or buildings in the same district.
- b. Strict application of the provisions of this bylaw would deprive the applicant of reasonable use of the lot, structure or building in a manner equivalent to the use permitted to be made by other owners of their neighborhood lands, structures, or buildings in the same district.
- c. The unique conditions and circumstances are not the result of actions of the applicant taken after the adoption of this bylaw.
- d. Relief, if approved, will not cause substantial detriment to the public good or impair the purposes and intent of this bylaw.
- e. Relief, if approved, will not constitute a grant of special privilege inconsistent with the limitations upon other properties in the district.

## J. Amendment

Neither this bylaw nor any amendment thereto nor the zoning map shall be modified, changed, or replaced except in accordance with the provisions of Section 5 of Chapter 40A of the General Laws.



Assessor's Use Only  
Date Stamped

# TOWN OF NORTH ATTLEBOROUGH BOARD OF ASSESSORS

John V. Bellissimo, *Chairman*  
Paul B. Pinsonnault, *Vice Chairman*  
Thomas Welch

*Assistant Assessor*  
Sheila Scaduto, MMA

## REQUEST FOR ABUTTERS LIST

Date of Request: \_\_\_\_\_ Map: \_\_\_\_\_ Lot(s): \_\_\_\_\_

Requested by: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_

Street address of Property: \_\_\_\_\_

### REASON FOR LIST:

Hearing before Zoning Board of Appeals      Yes \_\_\_\_\_ No \_\_\_\_\_ Variance \_\_\_\_\_ Special Permit \_\_\_\_\_

Hearing before Planning Board      Yes \_\_\_\_\_ No \_\_\_\_\_

Hearing before Conservation Commission      Yes \_\_\_\_\_ No \_\_\_\_\_

Hearing before Licensing Board      Yes \_\_\_\_\_ No \_\_\_\_\_ Liquor License \_\_\_\_\_ Other: \_\_\_\_\_

Other: \_\_\_\_\_

### RADIUS FOR ABUTTERS: - (please check one)

100 Feet \_\_\_\_\_ 300 Feet \_\_\_\_\_ Direct (Immediate) \_\_\_\_\_ Abutters to Abutters \_\_\_\_\_

Other (Please Specify) \_\_\_\_\_

### LABELS:

Two Sets of Labels will be provided fee for additional sets: \_\_\_\_\_

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#### Assessors Use Only

Fee Charged: \$ \_\_\_\_\_ Amt. Paid: \$ \_\_\_\_\_ Date: \_\_\_\_\_ Check: # \_\_\_\_\_ Cash: \$ \_\_\_\_\_

Note: \_\_\_\_\_

INCEPTORY CONVEYANCE

Address: \_\_\_\_\_

Applicant: \_\_\_\_\_

Deed Bk./Pg. 10561/336

Assessor Plat # 11

Lot # 224

Plan Bk./Pg. 339/24

The existing structure is located as shown based on an actual field location on 06/18/04

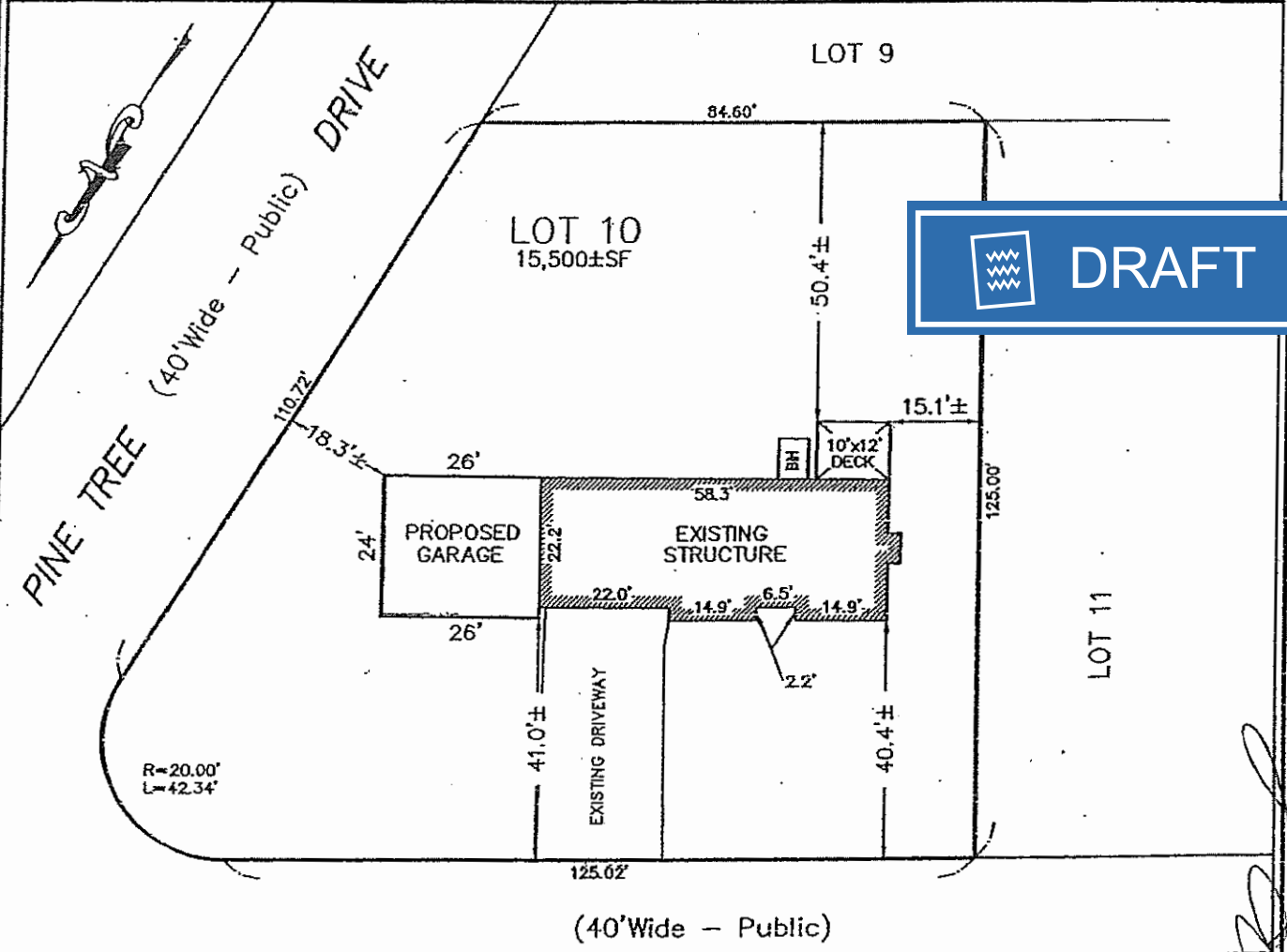
- Easements of Record - BK: 6321/PG: 173
- BK: 6572/PG: 103
- BK: 6574/PG: 101



*Grete M. Bohannon*  
 Registered Professional Land Surveyor

*June 23, 04*  
 Date

*[Signature]*



**DRAFT**

PROPOSED ADDITION PLAN OF LAND IN  
 NORTH ATTLEBOROUGH, MA.

Date: 06/23/04 Scale: 1"=30'

W.T. Whalen Engineering Company  
 North Attleborough, Massachusetts  
 Surveyors - Engineers  
 (508-699-4604)

Drawn: JKW  
 04-146.DWG  
 Project: 04-146

*[Large handwritten signature]*





TOWN OF NORTH ATTLEBOROUGH

43 South Washington Street, North Attleborough | P(508) 699-0100 | WWW.NATTLEBORO.COM/ZONING-BOARD-OF-APPEALS

## ZONING BOARD OF APPEAL

### HEARINGS & DEADLINE DATES FOR 2022\*

**PUBLIC MEETING LOCATION:** LOWER-LEVEL CONFERENCE ROOM, TOWN HALL

**TIME:** BEGIN AT 6:30 P.M.

**TIME:** 6:30 PM

<b>MEETING DATE:</b>	<b>SUBMITTAL DEADLINE:</b>
<b>TUESDAY</b>	<b>WEDNESDAY AT 4:00 PM</b>
January 18, 2022	<i>December 15, 2021</i>
February 15, 2022	<i>January 19, 2022</i>
March 15, 2022	<i>February 16, 2022</i>
April 19, 2022	<i>March 16, 2022</i>
May 17, 2022	<i>April 20, 2022</i>
June 21, 2022	<i>May 18, 2022</i>
July 19, 2022	<i>June 22, 2022</i>
August 16, 2022	<i>July 20, 2022</i>
September 20, 2022	<i>August 17, 2022</i>
October 18, 2022	<i>September 21, 2022</i>
November 15, 2022	<i>October 19, 2022</i>
December 13, 2022	<i>November 16, 2022</i>

\* NO EXCEPTIONS WILL BE MADE TO DEADLINES