

**TOWN OF SHERBORN - BOARD OF APPEALS  
PETITION FOR RELIEF UNDER THE SHERBORN ZONING BY-LAWS**

New \_\_\_\_\_  
Renewal \_\_\_\_\_

**Complete Parts 1 and 3 or Parts 2 and 3** and submit original notarized petition.

**1. Petition For SPECIAL PERMIT**

To The Board of Appeals of the Town of Sherborn: The undersigned hereby petition(s) for a special permit for

\_\_\_\_\_ at \_\_\_\_\_, under Section \_\_\_\_\_  
of the Sherborn Zoning By-Laws. This special permit is requested for the following reasons:

**2. Petition for VARIANCE and/or FINDING**

To The Board of Appeals of the Town of Sherborn: The undersigned hereby petition(s) for a variance/finding from Section \_\_\_\_\_ of the Sherborn Zoning By-Laws for the purpose(s) of

\_\_\_\_\_ at \_\_\_\_\_, which premises are shown on the attached certified plot plan. This variance is requested for the reasons set forth in the attached Statement Of Circumstances. This statement indicates the particular conditions of land, hardship, and zoning propriety on which Section 7.2.4 of the Sherborn Zoning By-Laws requires the Board of Appeals to make findings in order to grant a variance.

**3. Petitioner(s) STATEMENT ON PROPERTY**

a) The property for which relief is requested is located in (fill in all blanks):  
Zone \_\_\_\_\_; Sherborn Assessors Map \_\_\_\_\_ and Lot# \_\_\_\_\_; and  
Middlesex Registry of Deeds Book# \_\_\_\_\_ and Page# \_\_\_\_\_

b) This property: \_\_\_\_\_ conforms in all respects to the Sherborn Zoning By-Laws;  
(check one) \_\_\_\_\_ is non-conforming for these reasons:

c) There have been: \_\_\_\_\_ no prior petitions for relief on this property;  
(check one) \_\_\_\_\_ the following prior petitions for relief on this property:

d) Petitioner interest in above property is one of: (check one)  
owner; \_\_\_\_\_ lessee \_\_\_\_\_; other \_\_\_\_\_

e) The following other interests are represented in this property: Name(s) and interests (banks, mortgagors, landlords, etc.):

Petitioner(s) (please print): \_\_\_\_\_

Signature(s): \_\_\_\_\_

Address(es): \_\_\_\_\_

Tel. # (day): \_\_\_\_\_ (home) \_\_\_\_\_

Signed and sworn to me at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_

Before me, \_\_\_\_\_ My commission expires \_\_\_\_\_

Notary Public

Attach separate payments of \$125 (\$75 if straight renewal) and \$75 payable to the Town of Sherborn.

## **RULES OF THE SHERBORN BOARD OF APPEALS COMPLIANCE WITH THE FOLLOWING INSTRUCTIONS**

Rules of the Sherborn Board of Appeals, revised and adopted by vote of the Board, November 8, 1999 in accordance with Massachusetts General Laws, Chapter 40A Section 12.

Petitions for special permits, variances or findings as required and provided for under the Zoning By-Laws, of the Town of Sherborn must be submitted in compliance with the following instructions:

These instructions are intended to help you fill out the attached application, but do not relieve you from any obligation for familiarity with the Sherborn Zoning By-Laws. You may need to acquire a copy of the Zoning By-Laws before filling out the form.

### **For a SPECIAL PERMIT: Complete Sections 1 and 3**

For Section 1: Describe the use you want in brief terms, such as "operation of a (type of) business in a residence zone". Enter the sub-section of the Zoning Law which covers such use. Most requested uses are found under Section 3.2. Enter brief details, either "renewal" if this is a renewal petition, or other details if this requests a new permit. Attach separate statement, if space requires. Also complete Section 3 (See instructions below).

Time Requirements: A public hearing on your petition must be held within 65 days after it is logged in by the Town Clerk. A decision must be filed with the Town Clerk within 90 days after the public hearing. It may be appealed to the Superior Court within 20 days of filing with the Town Clerk.

### **For a VARIANCE and/or FINDING: Complete Sections 2 and 3**

For Section 2: Cite the appropriate section of the Zoning By-Laws from which you seek variance (usually 4.2). Enter the reason, usually "to construct a (type of structure) within (distance) of (front/side/back) lot line and height of the structure if it is to exceed the height restrictions". You must attach a certified plot plan of the property involved (a plan of your property, carrying the seal of a Registered Surveyor) identifying all existing and proposed structures, marked in scale, clearly indicating setbacks from property lines, as well as septic systems, wells and connecting pipes. You must also attach a document headed STATEMENT OF CIRCUMSTANCES addressing all the conditions as required under Section 7.2.4 of the Sherborn Zoning By-Laws.

Time Requirements: A decision on your petition must be filed within 100 days after it is logged in with the Town Clerk. It may be appealed to the Superior Court within 20 days of filing with Town Clerk.

### **ALL PETITIONS: Section 3 Petitioner(s) Statement On Property**

Petitioner must provide all information required in Section 3.

### **ADDITIONAL REQUIREMENTS:**

- a) Petitions must be made in the name of the property owner and signed by the owner of record.
- b) Statement of Circumstances, which must accompany a petition for a variance, must address the specific requirements set forth in Section 7.2.4 of the Zoning By-Laws.
- c) All required material must be submitted with the petition at the time of application.

The hearing for a petition will be scheduled for a date, at the convenience of The Board, within the time limits required under Massachusetts General Laws Chapter 40A.