

The Planning Board shall accept all Special Permit applications at posted meetings.

Required Attachments for All Applications

Applicants must submit the following information with their Special Permit Application:

- Landscaping plan
- Snow removal plan
- Location of outdoor storage areas
- Description stating how erosion, noise, and other construction-related problems will be minimized.
- The amount of cut and fill shall be calculated, and the plan for disposal of any material on or off-site shall be indicated.
- Statements to the best of the applicant's knowledge of all applicable federal, state, and local permits, approvals, and variances required and the applicant's schedule for compliance.
- Copies of all reports, applications, permits or licenses, and requests filed by the applicant with all federal, state, and local agencies and all responses from these agencies to the extent that the same are available at the time of application.
- Condominium documents, if condominiums are shown on the plan, and bylaws of the home owner's association.

Required Attachments for Special Permit Under Jug End Residential District

- The legal description of the development site to include easements and existing deed restrictions
- The layout of proposed driveways
- Size and number of parking spaces
- Landscape plans for buffer areas and common interior open areas
- Snow removal plan
- Proposed use of open space, the form of ownership, and copy of all proposed maintenance agreements, rules and regulations, and restrictions for open space
- Location of proposed accessory uses. If any, and any adjacent land owned by the applicant
- Estimate of the total acres of wet areas and a statement describing how the area was computed and when the data collected

- Information setting forth the number of acres involved and the distribution of each use, the density of development (dwelling units per buildable acre and the dwelling units per acre of residential land), and the area to be covered by impervious surfaces
- Preliminary architectural sketches of buildings and drawings of all signage to be used
- If the development is to be staged in phases, then the schedule shall indicate how the staging will proceed, details of each phase (location of buildings, land area, number of units, etc.), and the sequence of improvements.
- Anticipated hours of construction, roads to be used for construction, and the size of trucks and equipment to be used
- The layout of all non-residential structures designating the floor space allocated to each use, e.g., coffee shop, gift shop
- All view lines and measurements for protection of the same
- Fire protection plan
- A list of all measures for mitigation of potential impacts from development

Submission Requirements. Please submit all in PDF format.

- Six copies of the Application Form
- Six copies of plans, sketches, or diagrams sufficient to show clearly the nature of the petitioner's specific request.
- Document size: 8 ½ inches x 11 inches
- Maps and Plans: 11 inches x 17 inches, drawn to a scale of 1 inch equals 40 feet.

Show a north point, names of streets, zoning districts, property lines, dimensions of the subject lot, locations of any buildings on the lot, any use of the lot, names of owners and location of buildings on abutting properties, parking areas, driveways and all other information pertinent to the application as requested by Zoning Bylaw, General Bylaw or the Planning Board Rules and Regulations.

Filing Fee

Please note that the applicant shall bear all costs and reasonable expenses incurred by the Planning Board to review and process plans, petitions, and applications filed with the Board.

- \$250.00 for up to nine abutters with an additional \$10 per additional abutter

APPLICATION FOR
SPECIAL PERMIT HEARING

Name of Applicant _____

Address _____

Location of Property _____

Registry of Deeds Recorded Book _ _ _ Page _ _ _

Applicant is _____ (owner,tenant,licensee,prospective
buyer)

Applicable Section of the By-Law Section _____

Nature of Application (description of business, hours of
operation,etc. _ _ _ _ _

I/We hereby request a hearing before the Special Permit Granting
Authority with reference to the above noted application.

Signed: _____ Date: _____

Signed: _____

Title or Interest: _ _ _ _ _

Applicant must also submit all information required by the
Planning Board Rules and Regulation, available at the Egremont
Town Hall.

Please note that Assessors require seven (7) days notice to
compile abutters list.

Received from the Applicant(s) the sum of \$ _____ to be applied
against postage, advertising costs, and permit fee on
(date) _____

Signed: _____



Town of Egremont
Board of Assessors

Robin G. Goldberg, Chairman
Florence Browner, Member
Donald Torrico, Member

Harald M. Scheid, Regional Assessor

Abutters List Request

Date:

Applicant:

Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Parcel:

Owner's name: _____

Map Number: _____

Parcel Number: _____

Parcel Address: _____

The above information must be completed accurately.

The Certified Abutters List will be available within seven (7) business days.

The list may be picked up at the Selectmen's Office Monday through Friday from seven o'clock in the morning to three in the afternoon. The list may also be emailed or faxed to you at your request.

There will be a charge of one dollar (\$1) per abutter (minimum charge is \$5); please make your check payable to the Town of Egremont.