



Town of Boylston – Zoning Board of Appeals

221 Main Street, Boylston MA 01505 * Telephone (508) 869-0143 * Fax (508) 869-6210

Application for a Finding on a Non-Conforming Building, Lot, or Use

Name of Applicant (primary contact): _____

Company: _____

Address: _____

Phone: _____ Other Phone: _____ Fax: _____

Email Address: _____

Name of Owner: _____

Address: _____

Daytime Phone: _____ Other Phone: _____ Evening Phone: _____

Email Address: _____

Location of Property: _____

Boylston Assessor's Tax Map Number: _____ Parcel Number(s): _____

Deed Reference – Worcester County Registry of Deeds Book: _____ Page: _____

Plan Reference – Worcester County Registry of Deeds Book: _____ Page: _____

Zoning District Designation _____

Treasurer/Collector's Certification: _____

Applicant's Signature: _____ Date: _____

Owner's Signature (s): _____ Date: _____

_____ Date: _____

_____ Date: _____

Town Clerk's Date Stamp:

Official Use Only:

Fee: \$ _____ Date Paid _____ Check# _____

Date(s) of Public Hearing(s): _____

Decision of Zoning Board: _____ Date: _____

APPLICATION PROCESS

The Zoning Board of Appeals (ZBA) meets on an as-needed basis to hear applications on the following:

Comprehensive Permit	Special Permit	Variance
Extensions of Time	Findings (public hearing required, no advertisement required)	

Applications must **first** be submitted electronically to the Town Planner (see contact info below), who will review the application for completeness in consultation with the ZBA Chair.

**PLEASE DO NOT SUBMIT HARD COPIES OF ANY APPLICATION MATERIALS
UNTIL DIRECTED TO DO SO BY TOWN STAFF.**

Once the Application is determined to be complete, applicants will submit hard copies of the signed application forms, supporting plans and materials, and fee payment to the Zoning Board of Appeals, Boylston Town Hall, 221 Main Street, Boylston, MA 01505 (email: ngardner@boylston-ma.gov). The number and size of the hard copies to be submitted will be determined by the Town Planner. *Please note that full-size plans must be folded, not rolled.*

The Applicant must obtain certification from the Treasurer/Collector's Office that they are up to date with all Boylston taxes and fees.

For any questions or to submit an application for review, contact:

Paul Dell'Aquila, AICP
Land Use and Inspectional Services Director/Town Planner
Phone: 508-869-0143 ext. 239
Email: pdellaquila@boylston-ma.gov

PROPOSAL DESCRIPTION
(Attach Additional Pages as Needed)

Describe the intended change to the existing building (s), lot, or use in as much detail as possible:

Are you aware if this property has been previously granted approvals from any Town Board or Commission? If so, please list (Provide dates of previous approvals, book and page numbers, and/or certificate numbers of any recorded decisions and/or recorded/registered land. Also, please provide copies of previous recorded decisions:

Does the structure, lot, or use otherwise conform with the current Boylston Zoning Bylaw? If not, please specify when the structure, lot, or use first became non-conforming. Provide evidence that shows the size of the structure of the date of first non-conformance. Additionally, list and describe all additions to the structure or changes to the lot or use subsequent to the first non-conformance:

List any additional information relevant to the requested Finding:
