



Received at the Office of the City Clerk

Date: _____

Time: _____

Received by: _____

Fee: _____

CITY OF NORTH ADAMS, MASSACHUSETTS

Zoning Board of Appeals

VARIANCE APPLICATION

Date: _____

- 1. Name of applicant: _____
2. Project address: _____
3. Name and address of each attorney, agent or representative (on back).
4. The undersigned applicant is () the owner of () the holder of a written purchase option on the premises which is the subject of this application (check one).
5. The record title to said premises stands in the name(s) of: _____

6. Whose address is: _____

7. By a deed duly recorded in the Northern Berkshire Registry of Deeds in: Book _____ Page _____
A COPY OF THE PROPERTY DEED MUST BE ATTACHED TO THIS APPLICATION FOR THE APPLICATION TO BE PROCESSED.

8. The said premises is situated in a zoning district classified as: _____

9. Nature of the variance request: (circle one)

- a. From front yard: _____ feet required; _____ feet requested
b. From rear yard: _____ feet required; _____ feet requested
c. From side yard: _____ feet required; _____ feet requested
d. From building height: _____ feet required; _____ feet requested
e. From the minimum lot area per dwelling unit: _____ feet required; _____ feet requested
f. From building coverage: _____ % required; _____ % requested
g. From lot area: _____ feet required; _____ feet requested
h. From the minimum frontage and/or lot width: _____ feet required; _____ feet requested
i. From the parking requirement: _____ spaces required; _____ spaces requested
j. Other: _____ feet required; _____ feet requested

10. Please attach an accurate site plan indicating the dimensions of the property and the location, and size and height of any existing and proposed buildings, and site improvements including parking areas, driveways, landscaping, utilities and any other information which will help the Board in its consideration of the application. If permit is requested for a sign, also include drawing of sign with dimensions. I understand that a public hearing on this application will not be scheduled until the required plan is submitted.

11. A brief, as required by Section VII E of the Rules of the North Adams Zoning Board of Appeals is () attached or () will be submitted at the public hearing.

ALL REQUIRED INFORMATION MUST BE SUBMITTED BY THE APPLICATION DUE DATE OR THE APPLICATION WILL NOT BE PROCESSED.

Applicant signature: _____ Phone: _____

Received from applicant, sum of: \$ _____ Hearing date: _____



CITY OF NORTH ADAMS, MASSACHUSETTS

Zoning Board of Appeals

VARIANCE APPLICATION CHECKLIST

The following information must be submitted to the Mayor's Office BEFORE a public hearing on your application will be scheduled. You must return this information prior to the deadline date for application submission. Failure to provide the requested information will result in a delay of the processing of your application.

- ___ Variance application form
- ___ A check in the amount of \$125.00 made payable to the City of North Adams to cover administrative costs
- ___ A definitive site plan drawn to scale to include north point
- ___ Name of streets adjacent to property
- ___ Zoning district
- ___ All property lines
- ___ The location of all existing and proposed buildings on the property as well as pools, sheds, garages, patios and decks
- ___ The size and height of all existing and proposed buildings
- ___ The distances from the property lines to all sides of all existing and proposed buildings based on measurements verified on-site
- ___ Dimensions of the lot
- ___ Percentage of the lot covered by buildings existing and proposed
- ___ All parking spaces
- ___ Entrances, exits, driveways, landscaping and utilities; if applicable
- ___ A drawing of any proposed signage and the location of signage on the property
- ___ **City of North Adams Assessor map may be used as the base map for such a plan*
- ___ A written statement addressing:
 - 1. The variance request
 - 2. The particular use proposed **AND**
- ___ The circumstances relating to soil conditions, shape of the lot or topography affecting your property but not others in the zoning district which require that a variance be granted **and**
- ___ The circumstances which exist to support a finding by the ZBA that enforcement of the zoning ordinance would cause substantial hardship, financial, or otherwise **and**
- ___ The circumstances which exist to support a finding by the ZBA that the granting of the requested variance will provide the requested relief without altering the intent or purpose of the zoning ordinance **and**
- ___ Evidence that the granting of the requested variance will not cause substantial detriment to the area