



**Town of Adams**  
Massachusetts 01220

**Application for Hearing with the Zoning Board of Appeals**

(To be filed with the Town Clerk)

INSTRUCTIONS FOR THE APPLICANT

1. Complete one original of this form, with eight copies (nine total), and review it with the Community Development staff.
2. Submit this form to the Building Inspector with the required \$100.00 application fee, made payable to the Town of Adams.
3. The Community Development Department will notify the applicant of time and date of the public hearing.
4. It is required that the applicant or his/her authorized representative be present at the public hearing for case discussion.
5. The Building Inspector is available to assist applicants with preparations for the hearing.

GENERAL INFORMATION

Date: \_\_\_\_\_ Zoning District: \_\_\_\_\_  
Name of Applicant or Appellant: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Name of owner of property: \_\_\_\_\_  
(if different from above)  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Location of Property: \_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_

Applicable section(s) of Zoning Bylaw: \_\_\_\_\_

Reason for Application/Appeal: \_\_\_\_\_

Nature of Application Appeal (check all that apply)

Special Permit

Variance

Appeal of Administrative Decision

REQUIRED SIGNATURES

I hereby request a hearing before the Zoning Board of Appeals with reference to the above noted application or appeal. I have reviewed this application with the Building Inspector and the application is being filed with the Town Clerk.

Applicant/Appellant \_\_\_\_\_

Date \_\_\_\_\_

(sign here)

Property Owner \_\_\_\_\_

Date \_\_\_\_\_

If different than above

(sign here)

Building Inspector \_\_\_\_\_

Date \_\_\_\_\_

ZBA Case # \_\_\_\_\_

Received from above applicant, the sum of \$ \_\_\_\_\_ as application fee.

Town Clerk \_\_\_\_\_

Date \_\_\_\_\_



TO BE GRANTED A SPECIAL PERMIT, the applicant will be required to establish the proposed activity is in harmony with the general purpose and intent of the by-law and will not be detrimental to the public interest.

Please list how your application meets these criteria:

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TO BE GRANTED A VARIANCE, the applicant will be required to establish ALL of the following:

Please list how your application meets these criteria:

a.) A literal enforcement of the provisions of the by-law would involve a substantial hardship, financial or otherwise, to the applicant;

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b.) The hardship is owing to circumstances relating to the soil conditions, shape or topography of such land or structures and especially affecting such land or structures but not affecting generally the zoning district in which it is located;

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c.) Desirable relief may be granted without either:

1. Substantial detriment to the public good; or
2. Nullifying or substantially derogating from the intent or purpose of this By-law.

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TO PREPARE FOR THE HEARING

Handouts explaining the criteria listed above are available at the Community Development Department. The Building Inspector is available (743-8315) to assist applicants with preparing for the hearing.

Applicants WILL be asked to address the criteria at the hearing.

A copy of the Rules of Operation for the Zoning Board of Appeals is on file with the Town Clerk and available in the Community Development Office.

AFTER THE HEARING

1. The Community Development Department will file a Decision Notice in the Town Clerk's Office within 14 days from the date of the hearing.

2. A twenty day appeal period will commence after the Decision Notice has been filed. This period allows any aggrieved party to appeal the decision, according to Massachusetts General Laws Chapter 40A Section 15.

3. You will receive a letter from the Community Development Department after the Decision Notice has been filed; informing you of the date the appeal period expires. At that time you will need to pick up the Decision notice from the Town Clerk's Office and record it in the Registry of Deeds.