



**CITY OF PEABODY
PEABODY CITY COUNCIL**

\$75.00 Filing Fee

**APPLICATION FOR SPECIAL PERMIT
UNDER THE PROVISIONS OF SECTION 4.7 OF THE ZONING ORDINANCE
ENTITLED "FAMILY ACCESSORY LIVING AREA".**

Date _____

Ward _____

TO THE CITY COUNCIL OF THE CITY OF PEABODY:

The undersigned hereby petitions the Peabody City Council for a Special Permit, as follows:

1a. Name, address and telephone No. of petitioner _____
_____.

1b. Location of property _____.

1c. Zoning Classification _____. Assessors Map No. _____. Lot No. _____.

1d. Attach description of said property _____.

2. Name & Address of owner of land _____
_____.

3. If petitioner is not owner, state interest or status of petitioner in land, attaching any copy of any option or purchase agreement. _____.

4. If petitioner is the owner of land, state the date of acquisition of property and the name of person from whom title was acquired _____.

5. Specific Provisions of the Zoning Ordinance: **Section 4.4.1 and 4.7**

6. The use which you are applying for: **Family Accessory Living Area.**

(Sec. 4.4.1 "the use for which the permit is sought will satisfy a desirable local need, that its design and appearance will not be injurious to the established or future character of the vicinity and the neighborhood and that it shall be in harmony with the general purpose and intent of the revised zoning ordinance-1978".)

7. Described the land affected attaching a plan complying with the Zoning Ordinance,

specifically, Section 4.4.2 Site Plan Requirements. Specifically indicate the title of plan and date being submitted _____

9. The successors agree for themselves, their successors in title, and assigns to comply continuously with such conditions, limitations and safeguards as may be specified by the City Council of the City of Peabody, and that failure to so comply or failure to use said lot for the purpose above specified shall constitute a violation of and make void any special permit issued pursuant thereto.
10. **Each application is to be filed with the City Clerk's Office for the City Council. The application is forwarded to the Community Development Department and Building Inspector for their review. If the application and plans are in order, a public hearing will be scheduled. If they are not in order, the applicant will be contacted to correct the defect.**

11. FALA SPECIAL PERMIT GENERAL USE INFORMATION

- A. Is the dwelling owner occupied: Yes _____ No _____
- B. Number of people to be living in FALA: Adults _____ Children (under 18) _____
- C. Relationship to owner/occupant: _____
- D. Size of main residence _____
- Is the FALA within the structure or an addition: _____
- If it is within the structure, please indicate where _____
- If it is an addition, please indicate where _____
- E. Are any variances required from the Zoning Board of Appeals. Yes/No
- If yes, please describe what zoning relief you are seeking _____
- _____
- Have you applied to the ZBA to date Yes/No. If yes, what is the status _____.
- F. Construction hours of operation _____
- G. Is there a separate entrance for the FALA: Yes / No If Yes, where _____
- H. Total No. of vehicles parked at residence (including FALA occupants) _____
- I. Describe total parking available _____

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS ACCURATE AND TRUE

SIGNATURE _____

PRINT NAME _____

FAX No. _____

E-MAIL ADDRESS _____

I hereby assign and affirm that I am aware of the Special Permit application being filed on behalf of the applicant, and that under the rules and regulations of the Special Permit Granting Authority, my representative or I must be in attendance at the Special Permit public hearing scheduled by the Peabody City Council.

SIGNATURE OF PROPERTY OWNER _____

PRINT NAME OF PROPERTY OWNER _____

FILING REQUIREMENTS:

1. Before submitting said application to the City Clerk, the following shall be included:
 - (a) An application fee for seventy-five dollars (\$75.00)
 - (b) Legal advertisement fee to be determined at the time of application.
 - (c) Pre-application approval by the Building Inspector.
 - (d) Eighteen (18) legible copies of a site plan and/or Building Permit Plan must be submitted showing the land affected where new construction is planned or any alterations to the exterior of an existing building signed and stamped by a registered architect or professional engineer.
 - (e) Certified plot plan of the location.
 - (f) Statement from the City Collector that all taxes are paid up to date (only if property owner is applicant)
 - (g) A list of abutters of the property affected, including their names and addresses, which shall be obtained from the Office of the City Assessor and which shall be certified by said Board or their designee. If the radius covers any portion of land in an adjacent city or town, then a list of abutters must be obtained from the Office of the Assessor of that city or town and certified by said Board.
 - (h) Signature of the applicant shall appear on all eighteen (18) copies of the application.
 - (i) Before being forwarded to the City Council, all applications and plans shall be time stamped by the City Clerk showing the time and date received.
 - (j) When the above is completed, the application shall be placed on the next City Council agenda and presented to the City Council for a public hearing to be established, or any other action as deemed appropriate by the said City Council. The application must be submitted to the City Clerk no later than Noon time on the day the Council agenda is prepared for the Council's next scheduled meeting.