



## 5. Zoning Worksheet

The Applicant should determine and fill in all relevant dimensional zoning information on the **Zoning Worksheet** attached to this Application.

## 6. Statement

The Applicant should attach to this Application a **Statement** addressing each of the statutory requirements for the relief requested, as provided in the Zoning By-Law, and stating how the Applicant's Proposal meets each of those requirements.

## 7. Hearing Request

I/We hereby request a hearing before the Lincoln Zoning Board of Appeals for the indicated relief.

I/We certify that I/we have read and examined this Application and all the materials submitted, that all of the information contained therein or provided therewith is true and correct.

APPLICANT(S):

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

PROPERTY OWNER(S):

*(if not the Applicant(s), and if not an Appeal)*

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*The contents of this Application are intended to assist the Applicant in applying for zoning relief from the Zoning Board of Appeals. They are not intended to replace or override the provisions of Chapter 40A of the Massachusetts General Laws or the By-Law, or to replace sound legal advice. If there is any inconsistency between this Application and MGL Chapter 40A or the By-Law, the provisions of the By-Law and Chapter 40A control.*

*It is the Applicant's responsibility to assure that all legal requirements are satisfied and all showings are made. The Applicant is encouraged to review the By-Law in its entirety, and to consult with counsel and obtain its own legal advice regarding the Application.*

*The Board will be notifying all neighbors and abutters of the Property of this Application, and it is recommended that the Applicant discuss its Proposal with neighbors and abutters prior to the Hearing.*

## Application Checklist:

Please submit a completed and signed Application, together with:

- \_\_\_\_\_ Application Fee
- \_\_\_\_\_ Copy of Assessors Card for Property
- \_\_\_\_\_ Zoning Worksheet
- \_\_\_\_\_ Statement
- \_\_\_\_\_ Plot Plan or Survey (*no larger than 11x17"*)
- \_\_\_\_\_ Floor Plans (*no larger than 11x17"*)
- \_\_\_\_\_ Elevations (*no larger than 11x17"*)
- \_\_\_\_\_ Other materials submitted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Ten (10) copies of the complete Application (with all attachments, submittals and plans) are to be submitted to Board Staff.*

*Please note that other or additional submittals or plans may be required by the Board in connection with their review and consideration of the Application.*

*Please also note that certain submittal requirements may be waived if, given the nature of the Proposal, the waived information would not be germane to the decision or would be unjustified in light of the scale, location or other attributes of the Proposal.*

# ZONING WORKSHEET

(to be attached to Lincoln Zoning Board of Appeals Application)

Zoning Information:

	<u>Existing</u>	<u>Proposed</u>
Use:		
Lot Area (sf):		
Frontage (ft):		
Front Yard Setback (ft):		
Side Yard Setback [one side] (ft):		
Side Yard Setback [other side] (ft):		
Rear Yard Setback (ft):		
Height (ft):		
Gross Floor Area, Calculated (sf) Total:		
Basement:		
1 <sup>st</sup> Floor:		
2 <sup>nd</sup> Floor:		
3 <sup>rd</sup> Floor:		
Attic:		
Garage:		
Other Accessory Bldgs:		
Ratio (%) - Calculated Gross Floor Area to Lot Area:		
Other:		

Source of above Zoning information: \_\_\_\_\_

*All information should be measured and calculated in accordance with Zoning By-Law; it is preferred that the information be based on architect/engineer/surveyor prepared plans and/or calculations.*

**See Information and Instructions for Applicants**

# STATEMENT

(to be attached to Lincoln Zoning Board of Appeals Application)

## Statement of Applicant:

Applicant should provide (either filled out below or on a separate, attached document) a detailed statement addressing each of the statutory requirements for the relief requested, and stating how the Applicant's Proposal meets each of those requirements.

Applicants for a **Special Permit** should provide a statement addressing the Standards for a Special Permit. Applicants for a **Variance** should provide a statement addressing each of the Standards for a Variance.

*See **Information and Instructions for Applicants.***

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