

Application No. \_\_\_\_\_

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

**Town of Winthrop  
Zoning Board of Appeals  
Application for  
Special Permit**

\_\_\_\_\_  
**Certified for completeness by: \_\_\_\_\_ Date: \_\_\_\_\_**

**NOTICE TO APPLICANTS**

Please note that the sections of this application pertaining to this petition must be filled out COMPLETELY and all requirements of the rules and regulations of the Zoning Board of Appeals and of the Zoning By-Laws MUST be complied with. THIS APPLICATION MUST BE CERTIFIED FOR COMPLETENESS BY THE BUILDING COMMISSIONER BEFORE THE APPLICATION CAN BE FILED WITH THE TOWN CLERK.

\_\_\_\_\_  
**ADDRESS OF PROPERTY: \_\_\_\_\_**

**ASSESSORS MAP NO.: \_\_\_\_\_ LOT NO.: \_\_\_\_\_**

I hereby request a hearing before the Winthrop Board of Appeals:

**1. Applicant submitting this application is:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_

Telephone: \_\_\_\_\_

Owner \_\_\_\_\_ Lessee \_\_\_\_\_ Prospective Purchaser \_\_\_\_\_

- 2. The following person is hereby designated to represent applicant in matters arising hereunder:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

- 3. The land for which this application is submitted is owned by:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Assessors Map No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_ Zoning District: \_\_\_\_\_

- 4. The land described in this application is recorded in Suffolk County Registry of Deeds or Land Court Section at:**

Book \_\_\_\_\_ Page \_\_\_\_\_ or Instrument No. \_\_\_\_\_

- 5. Plans describing and defining the Special Permit are included herewith and made a part hereof and are entitled:**

6. A locus map (Assessors Map #\_\_\_\_\_) with site marked for which permit is requested and the land uses of adjacent properties described shall be included and made a part hereof.

7. Is the site of this application subject to *Wetlands Protection Act* (M.G.L. c. 131, § 40A or Chapter 130, § 105)?

Yes \_\_\_\_\_ No \_\_\_\_\_

8. Is the location of the site of this application within 100 feet of a coastal beach, salt marsh or land under the ocean?

Yes \_\_\_\_\_ No \_\_\_\_\_

9. Describe the property for which this application is being submitted, including current use, previous uses, dimensions of land, description of existing buildings, if any, and availability of utilities, sewer, water, etc.

10. What is the EXACT nature of the Special Permit requested?

11. Describe how the desired relief may be granted in consideration of the criteria described in Section 17 of the Winthrop Zoning By-Law.

12. Describe how the Special Permit desired may be granted without nullifying or substantially derogating from the intent or purpose of the Zoning By-Law.

13. Describe how the desire relief may be granted without substantial detriment to the public good.

**NOTE:** The law does not permit the Board of Appeals to grant a Special Permit unless all requirements set forth in Massachusetts General Laws Chapter 40A, § 9 are satisfied. Each one of the above categories must be answered in detail.

Date of Denial of Building Permit request by Building Commissioner: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Designated Representative

\_\_\_\_\_  
Date

**ALL MUST SIGN THIS APPLICATION**

Received from the above Applicant the sum of \$ \_\_\_\_\_ to  
apply against administrative and mailing costs.

By: \_\_\_\_\_

\_\_\_\_\_  
Date

Notice of Application to Board of Appeals made herewith.

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

Amount Due \_\_\_\_\_  
Paid \_\_\_\_\_  
Date \_\_\_\_\_

**TOWN OF WINTHROP**  
MASSACHUSETTS



**BOARD OF ASSESSORS**

One Metcalf Square  
Town Hall - Room 1  
Winthrop, Massachusetts 02152

Allen E. Maruzzi,  
Chairman

Peter T. Gill

Telephone: 617/846-2716  
Facsimile: 617/846-4780

**CERTIFICATION OF ABUTTERS**

PROPERTY OWNER.....

MAILING ADDRESS.....

PROPERTY LOCATION.....

ASSESSORS MAP/PARCEL.....

APPLICANT.....PHONE.....

APPLICANT SIGNATURE.....

AUTHORITY REQUESTING LIST.....

DATE SUBMITTED.....

LIST REQUESTED.. 500ft\_\_\_ 300ft\_\_\_ 150ft\_\_\_

Abutter to Abutter (MGL Ch 40a-11)\_\_\_ Abutters (MGL Ch131-40)\_\_\_

I, \_\_\_\_\_, acting as a custodian of assessment records

do hereby certify that the attached documents contain true and complete information from the most recent tax list of the Town of Winthrop, Massachusetts.

I further state that these documents include the names and addresses of abutters as requested above \_\_\_\_\_

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

ASSESSOR'S OFFICE  
Town of Winthrop

Massachusetts General Law c. 40A, s. 11, "The assessors maintaining any applicable tax list shall certify to the permit granting authority or special permit granting authority the names and addresses of parties in interest and such certification shall be conclusive for all purposes."

Massachusetts General Law c. 131, s. 40, "Any person filing a notice of intention with a conservation commission shall at the same time give written notification thereof, by delivery in hand or certified mail, return receipt requested, to all abutters within one-hundred feet of the property line of the land where the activity is proposed, at the mailing addresses shown on the most recent applicable tax list of the assessors, including, but not limited to, owners of land directly opposite said proposed activity on any public or private street or way, and in another municipality or across a body of water."

**Assessors Office requires at least a two day processing turn around**

"The applicant is solely responsible for requesting the appropriate abutters list required by the applicable Mass General Law."