

**GENERAL APPLICATION FORM**



**TOWN OF MEDWAY**

**ZONING BOARD OF APPEALS**

155 Village Street  
Medway MA 02053

Phone: 508-321-4915 | [zoning@townofmedway.org](mailto:zoning@townofmedway.org)  
[www.townofmedway.org/zoning-board-appeal](http://www.townofmedway.org/zoning-board-appeal)

**NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.**

**TO BE COMPLETED BY THE APPLICANT**

Applicant/Petitioner(s):	Application Request(s):
Property Owner(s):	Appeal <input type="checkbox"/>
	Special Permit <input type="checkbox"/>
Site Address(es):	Variance <input type="checkbox"/>
	Determination/Finding <input type="checkbox"/>
	Extension <input type="checkbox"/>
	Modification <input type="checkbox"/>
Parcel ID(s):	Comprehensive Permit <input type="checkbox"/>
Zoning District(s):	
Registry of Deeds Book & Page No. and Date or Land Court Certificate No. and Date of Current Title:	

TOWN CLERK STAMP

**TO BE COMPLETED BY STAFF:**

Check No.:  
Date of Complete Submittal:  
Comments:

APPLICANT/PETITIONER INFORMATION

*The owner(s) of the land must be included as an applicant, even if not the proponent. Persons or entities other than the owner may also serve as co-applicants in addition to the owner(s), however, in each instance, such person shall provide sufficient written evidence of authority to act on behalf of the owner(s). For legal entities such as corporations, LLCs, etc., list the type and legal status of ownership, the name of the trustees/officer members, their affiliation, and contact information. Please provide attachment for information if necessary.*

<b>Applicant/Petitioner(s):</b>	Phone:
	Email:
Address:	
<b>Attorney/Engineer/Representative(s):</b>	Phone:
	Email:
Address:	
<b>Owner(s):</b>	Phone:
	Email:
Mailing Address:	

Please list name and address of other parties with financial interest in this property (use attachment if necessary):

Please disclose any relationship, past or present, interested parties may have with members of the ZBA:

**I hereby certify that the information on this application and plans submitted herewith are correct, and that the application complies with all applicable provisions of Statutes, Regulations, and Bylaws to the best of my knowledge, and that all testimony to be given by me during the Zoning Board of Appeals public hearing associated with this application are true to the best of my knowledge and belief.**

\_\_\_\_\_  
*Signature of Applicant/Petitioner or Representative* *Date*

\_\_\_\_\_  
*Signature Property Owner (if different than Applicant/Petitioner)* *Date*

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**APPLICATION INFORMATION**

		YES	NO
<b>Applicable Section(s) of the Zoning Bylaw:</b>	Requesting Waivers?	Y	N
	Does the proposed use conform to the current Zoning Bylaw?	Y	N
<b>Present Use of Property:</b>	Has the applicant applied for and/or been refused a building permit?	Y	N
	Is the property or are the buildings/ structures pre-existing nonconforming?	Y	N
<b>Proposed Use of Property:</b>	Is the proposal subject to approval by the BOH or BOS?	Y	N
	Is the proposal subject to approval by the Conservation Commission?	Y	N
<b>Date Lot was created:</b>	Is the property located in the Floodplain District?	Y	N
<b>Date Building was erected:</b>	Is the property located in the Groundwater Protection District?	Y	N
<b>Does the property meet the intent of the Design Review Guidelines?</b>	Is the property located in a designated Historic District or is it designated as a Historic Landmark?	Y	N
<b>Describe Application Request:</b>			

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**FILL IN THE APPLICABLE DATA BELOW**

Required Data	Bylaw Requirement	Existing	Proposed
A. Use			
B. Dwelling Units			
C. Lot Size			
D. Lot Frontage			
E. Front Setback			
F. Side Setback			
G. Side Setback			
H. Rear Setback			
I. Lot Coverage			
J. Height			
K. Parking Spaces			
L. Other			

**FOR TOWN HALL USE ONLY**

*To be filled out by the Building Commissioner:*

\_\_\_\_\_  
Date Reviewed

\_\_\_\_\_  
Medway Building Commissioner

*Comments:*

After completing this form, please submit an electronic copy to [zoning@townofmedway.org](mailto:zoning@townofmedway.org)  
and 4 paper copies to the Community & Economic Development Department.