

# TOWN OF HARWICH PLANNING DEPARTMENT



## PLANNING BOARD APPLICATION SPECIAL PERMITS & SITE PLAN REVIEW

FORM A

TO THE TOWN CLERK, HARWICH, MA

DATE \_\_\_\_\_

### PART A – APPLICANT INFORMATION/AUTHORIZATION

Applicant Name(s)	
Representative/Organization (Who will serve as the primary contact responsible for facilitating this application?)	
Mailing address	
Town, ST, Zip	
Phone	
Fax	
E-mail	

The applicant is one of the following: *(please check appropriate box)*

- ☐ Owner      ☐ Prospective Buyer\*      ☐ Representative for Owner/Tenant/Buyer\*  
☐ Tenant\*      ☐ Other\* \_\_\_\_\_

**\*Written permission of the owner(s) and a municipal lien certificate (where applicable) is required.**

All other forms and information as required in the Harwich Code Chapter 400, Rules and Regulations, shall be submitted as part of this application.

### Authorization

Your signature hereby asserts, to the best of your knowledge, that the information submitted in this application is true and accurate; that you agree to fully comply with the Town of Harwich Zoning By-laws and the terms and conditions of any approval of this application by the Planning Board; and authorizes the Members of the Planning Board and/or Town Staff to visit and enter upon the subject property for the duration of the consideration of this application.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Owner(s) – Authorization must accompany application if the owner is not the applicant.

*Official use only:*

PLANNING DEPARTMENT	TOWN CLERK
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Case # \_\_\_\_\_

## PART B – PROJECT LOCATION

Legal Street Address		Village/Zip Code
Title Book/Page or L.C.C. #		
Map(s) / Parcel(s)		
Zoning & Overlay Districts		*Historic?
Frontage (linear feet)		
Total land area (s.f.)		
Upland (s.f.)		Wetlands (s.f.)

## PART C – PROJECT DESCRIPTION

Existing Floor Area in Sq. Ft	Gross:	Net:
Proposed Floor Area in Sq. Ft	Gross:	Net:
Change in Sq. Ft + / -	Gross:	Net:
Existing # of parking spaces	Proposed # of parking spaces:	
Existing Use(s)		
Proposed Use(s)		
<i>Attach a separate narrative if necessary.</i>		

The undersign hereby files an application with the Harwich Planning Board for the following special permits as proposed under the provisions of the Harwich Zoning Code: **(check all that apply)**

### Site Plan Review § 325-55:

- ☐ Any floor area expansion of any structure or expansion of exterior space, other than parking, serving any of the following: commercial, industrial, multi-family or educational use or personal wireless service facility or the creation of a drive-up or drive-through window
- ☐ Expansion or reconfiguration of an existing parking lot and/or driveway(s) serving said parking lot.
- ☐ Establishment of any new commercial, industrial, multi-family, educational, fast food/take out restaurant or personal wireless service facility.
- ☐ Establishment of any new retail use(s) in the Industrial (IL) Zone.
- ☐ Waiver of Site Plan § 325-55.F

### Article V, Use Regulations:

- ☐ Paragraph\_\_\_\_, sub-paragraph #\_\_\_\_
- ☐ Paragraph\_\_\_\_, sub-paragraph #\_\_\_\_
- ☐ Paragraph\_\_\_\_, sub-paragraph #\_\_\_\_, supplemental regulation #\_\_\_\_ § 325-14

### Article X, Special Permits:

- ☐ Structures w/ gross floor area of 7,500+ s.f. § 325-51
- ☐ Structures requiring 20 or more new parking spaces § 325-51
- ☐ Accessory Apt./Shared Elderly Housing § 325-51.H
- ☐ Mixed Use § 325-51.M
- ☐ Drinking Water Resource Protection § 325-51.C
- ☐ Two Family § 325-51.N
- ☐ Village Commercial, Harwich Port § 325-51.L
- ☐ \*Harwich Center Overlay § 325-51.O
- ☐ Signage § 325-27.F Additional Cluster, Excess SF, Non-entry Facades

### Other Special Permits:

- ☐ Six Ponds Special District - Article XVI
- ☐ Wind Energy Systems - Article XVIII
- ☐ Large Scale Wind Generation – Article XIX
- ☐ Other (i.e. Alternate Access § 325-18.P, Special Cases § 325-44.B) \_\_\_\_\_
- ☐ Repetitive Petition (MGL Ch 40A, §16): Proposed project evolved from a previously denied plan submitted to the Planning Board on \_\_\_\_\_ Year/Case # \_\_\_\_\_

*\*Note: Projects within the Harwich Center Overlay District may also be within the Harwich Center Historic District. This requires separate filing with the Historic District and Historical Commission. Please inquire for forms and instructions.*

September 2011