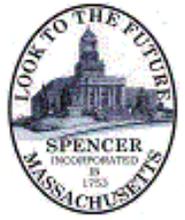


Planning Board  
Zoning Board of Appeals  
Conservation Commission  
Board of Health

Town Planner  
Inspector of Buildings  
Health Agent  
Wetland/Soil Specialist

# TOWN OF SPENCER

Office of Development & Inspectional Services



Memorial Town Hall  
157 Main Street  
Spencer, MA 01562

Tel: 508-885-7500 ext. 180  
Fax: 508-885-7519

## Application for Special Permit Amendment

Name of Applicant: \_\_\_\_\_

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

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

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

Name of Owner (s): \_\_\_\_\_ Address: \_\_\_\_\_

TAX COLLECTOR SIGNATURE (confirms taxes, liens, etc have been paid): \_\_\_\_\_ DATE \_\_\_\_\_

Application for:  Special Permit  Amendment of Decision by: \_\_\_\_\_

Applicable Zoning Bylaw Section: \_\_\_\_\_

(See Zoning Bylaw for appropriate section numbers and section 7.2 Special Permits)

Are you filing under the 1985 Zoning Bylaw?  Yes  No If yes, attach an explanation of why and by what zoning freeze mechanism.

Location of Property: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Spencer Assessor's Tax Map Number: \_\_\_\_\_ Parcel Number(s): \_\_\_\_\_

Deed Reference – Worcester Registry of Deeds Book: \_\_\_\_\_ Page: \_\_\_\_\_

Brief description of the application

Check here if additional pages attached to provide more detailed information.

Applicant's signature: \_\_\_\_\_

Owner's signature (s): \_\_\_\_\_

*Note: All affected owners must sign the application*

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

Town Clerk's Date Stamp:

Official Use Only:

Fee: \$150.00 Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

Zoning Board of Appeals  Planning Board

Date(s) of Public Hearing (s): \_\_\_\_\_

Checked by:

Date:

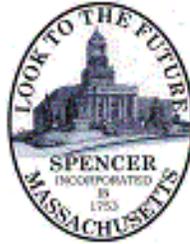
# Town of Spencer, Massachusetts

## *Office of Development & Inspectional Services*

*Planning Board  
Zoning Board of Appeals  
Conservation Commission  
Board of Health*

---

*Town Planner  
Inspector of Buildings  
Health Agent  
Wetland/Soil Specialist*



*Memorial Town Hall  
157 Main Street  
Spencer, MA 01562*

*Tel: 508-885-7500 ext. 180  
Fax: 508-885-7519*

### **ZBA Abutter Notifications Procedure**

Notification of abutters will be the responsibility of the applicant and falls under Massachusetts General Laws Chapter 40A, Section 11, using Certified Mail. In order, to receive abutters list you must contact the Town of Spencer's Assessors Department at 508-885-7500 ext. 165, the abutters list is a range of 300 feet from the map and parcel number, plus mailings to surrounding towns, and the Town of Spencer. **The receipt of the Certified mailing must be saved and submitted to the Office of Inspectional Services as proof of notification.**

Surrounding Town Hall addresses:

<b>Town Hall Zoning Board of Appeals 37 Main Street Charlton, MA 01507</b>	<b>Town Hall Zoning Board of Appeals 122 Connie Mack Drive East Brookfield, MA 01515</b>	<b>Town Hall Zoning Board of Appeals 3 Washburn Square Leicester, MA 01524</b>
<b>Town Hall Zoning Board of Appeals 20 Memorial Drive New Braintree, MA 01531</b>	<b>Town Hall Zoning Board of Appeals 215 North Main Street North Brookfield, MA 01535</b>	<b>Town Hall Zoning Board of Appeals 2 Coldbrook Road Unit 1 Oakham, MA 01068</b>
<b>Town Hall Zoning Board of Appeals 697 Pleasant Street Paxton, MA 01612</b>	<b>Town Hall Zoning Board of Appeals 157 Main Street Spencer, MA 01562</b>	

**It is extremely important that notices are not sent until the application is submitted to the Zoning Board of Appeals so a meeting date and time can be added to the notice.**

Should you have any questions or concerns please contact our office at 508-885-7500 ext. 180.

**NOTIFICATION TO ABUTTERS**

**A Special Permit application has been filed with the  
Town of Spencer Zoning Board of Appeals**

**Applicant:** \_\_\_\_\_

**Owner:** \_\_\_\_\_

**Location of Property:**

**Street Address:** \_\_\_\_\_ **Spencer, Massachusetts, 01562.**

**Assessors Map Number:** \_\_\_\_\_ **Parcel Number:** \_\_\_\_\_ **Zoning District:** \_\_\_\_\_

**The work proposed is: (General Project Description)**

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

**Applicable Zoning Bylaw Section:** \_\_\_\_\_

**Copies of the application materials may be examined at the Spencer Office of Inspectional Services, Memorial Town Hall, 157 Main Street, Spencer, Massachusetts on Monday through Wednesday 7:30AM and on Thursdays from 7:30-12PM, closed on holidays.**

**Copies of the Application materials may be examined at the town website at the following address:**  
<https://www.spencerma.gov/zoning-board-appeals> under "News + Announcements".

**Or by calling (Name of person/organization/business)** \_\_\_\_\_

**(Phone number)** \_\_\_\_\_ **between the hours of** \_\_\_\_\_ **and** \_\_\_\_\_

**A PUBLIC HEARING on this application will be held at a meeting of Spencer Zoning Board of Appeals at McCourt Social Hall of Memorial Town Hall, 157 Main Street, Spencer, MA,**

**DATE OF MEETING:** \_\_\_\_\_ **TIME** \_\_\_\_\_

**Notice of the Hearing, including its date, time and place will be published at least eighteen (18) business days in advance of the Hearing in the Spencer New Leader AND posted in Spencer Town Hall not less than 11 days in advance.**