



## SPECIAL PERMIT APPLICATION

Application No: \_\_\_\_\_

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

Fee: \_\_\_\_\_

**Section 1. Proposed Activity:** \_\_\_\_\_

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

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

Zoning District: GC \_\_\_\_\_ M1 \_\_\_\_\_ M2 \_\_\_\_\_ RA80A \_\_\_\_\_ RA80 \_\_\_\_\_ RA15 \_\_\_\_\_

Name of owner: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

**The undersigned hereby makes application to the Thomaston Planning and Zoning Commission for a Special Permit in accordance with the provisions of Section 4.5, Schedule A–Permitted Uses and Article 10 of the Thomaston Zoning Regulations.**

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

OWNER OR AGENT

Print: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Has a previous Special Permit Application been filed with the Commission for the same premises?**

Yes \_\_\_\_ No \_\_\_\_ Application Number or Date: \_\_\_\_\_

### **Section 2. Placement on Agenda**

In order for the Commission to consider your application, it must be received in the Planning and Zoning Office (Land Use Office) no later than five (5) working days prior to the next regularly scheduled meeting.

### **Section 3. Plans and Documentation**

All Special Permit applications, unless otherwise prescribed in the Zoning Regulations or directed by the Commission, must be accompanied by the following documentation:

- a. A "Statement of Use" which shall detail the proposed use of the site.
- b. Plans and drawings as required in the attached "Site Plan Review Checklist"
- c. All other pertinent information and documentation that may be required by the Commission in order to make a decision on the application.

#### **Section 4. Waiver of Requirements**

At the discretion of the commission, requirements of Article 10 of the Zoning Regulations and Section 3 of this application form may be waived under certain circumstances. Waiver requests shall be submitted in writing to the Commission.

#### **Section 5. Failure to Submit**

Failure by an applicant to submit any or all of the required or requested documentation under Section 3 of this form or Article 10 may be grounds for the Commission to consider the application as being incomplete.

#### **Section 6. Review by Town Engineer**

The applicant shall be responsible for paying all third party professional review estimates for reviews deemed necessary by the Commission.

Additional engineering fees for professional site monitoring and inspections are collected at the time that administrative zoning permits are submitted. Any additional professional fees, as necessary, are the responsibility of the applicant. Please review Chapter 154 of the "The Code of the Town of Thomaston" for additional information.

#### **Section 7. Public Hearing**

The Thomaston Planning and Zoning Commission will conduct a public hearing on this application. The applicant or their authorized agent must be present at the hearing and should be prepared to present information showing how the proposed use of the site along with the buildings, structures, and facilities will conform to the standards as specified in these regulations.

All standards as specified in Article 10 of the Zoning Regulations are in addition to other requirements as contained in the regulations which may be applicable in the district in which the special permit is proposed.

#### **Section 8. Inspection of Property**

The Commission is authorized by the submission of this application to inspect the premises for the duration of the activity specified in the application.

#### **Section 9. Additional Information**

The Commission may obtain additional documentation and information on its own initiative, but will need to rely upon data presented to it by the applicant.

#### **Section 10. Modification of Approval**

If approval is granted by the Planning and Zoning Commission, it may be subject to modifications deemed necessary to conform to specific standards of the regulations. It may also be subject to appropriate conditions and safeguards necessary to conserve public health and safety, convenience, welfare and property values in the neighborhood.

Applicant's Signature \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_