



TOWN OF DOUGLAS  
Water resource Protection Overlay District (WRPOD)  
a.k.a Aquifer Protection  
SPECIAL PERMIT APPLICATION FORM  
*Pursuant to Section 8.1 & 9.3 of the Douglas Zoning Bylaw*

Zoning Bylaw Section 8.1

OFFICE USE ONLY

APPL No. \_\_\_\_\_

SUBMITTED \_\_\_\_\_

FEE \_\_\_\_\_

### I. Applicant Information

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments (If LLC Managers Name \_\_\_\_\_ )

### II. Representative Information

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments \_\_\_\_\_

### III a. Owner # 1 Information

Organization Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Other Comments \_\_\_\_\_

### IV a. Site Information

Assessors Map \_\_\_\_\_ Assessors Parcel \_\_\_\_\_ Deed Book \_\_\_\_\_ Deed Page \_\_\_\_\_

Street Address \_\_\_\_\_ Additional Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

\* **Project Description**- Please attach additional documentation to this permit application form describing the nature of the project and the reason for requesting an Aquifer Protection Special Permit.



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**V. General**

Type of Activity	Type of sewer system (Public or Private)
Lot Area in (Square Feet)	Zoning District
Impervious area (Square Feet)	

**VI. Submittal Requirements**

**Does the proposed project meet the following conditions?**

- |                                                                                                                                                                                                                                                     |                              |                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------|
| 1) Have abutters within 300-feet of the subject properties been notified as required by the State Zoning Act, Chapter 40A, Section 9 – Special Permits?                                                                                             | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 2) Has a plan been prepared, which accompanies this submittal, at a suitable scale to show the scope and intent of the proposed project.                                                                                                            | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 3) Have twelve copies of this complete submittal been transmitted to the Planning Board?                                                                                                                                                            | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 4) Do the lots to be served have at least the minimum required frontage on a town way as required by the zoning bylaw for the district they are in?                                                                                                 | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 5) Any use involving the retention of less than thirty per cent (30%) of lot area in its natural state with no more than minor removal of existing trees and ground vegetation. (section 8.1.6.C.1)                                                 | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 6) Rendering impervious more than twenty percent (20%) of the lot area. (section 8.1.6.C.2)                                                                                                                                                         | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 7) On-site wastewater disposal of more than fifteen thousand (15,000) gallons per day regardless of lot area. (section 8.1.6.C.3)                                                                                                                   | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 8) Expansion of on-site wastewater disposal. (section 8.1.6.C.4)                                                                                                                                                                                    | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
| 9) Any removal of soil, loam, sand, gravel or other earthen materials and/or mining of land except for uses incidental to permitted uses including structural foundations, utility conduits or on-site sewage disposal systems. (section 8.1.6.C.5) | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |
|                                                                                                                                                                                                                                                     |                              | Type of material being removed |
| 10) Has the maximum high groundwater elevation                                                                                                                                                                                                      | <input type="checkbox"/> YES | <input type="checkbox"/> NO    |



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been determined by a qualified hydro-geologist.

10) Is the proposed project a campground, picnic area or a commercial recreation area? (section 8.1.6.C.6)  YES  NO

11) A complete list of all chemicals, pesticides, fuels and other toxic or hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use, accompanied by a description of measures to protect from vandalism, corrosion and leakage, and to provide for control of spills. (section 8.1.9.3.a)  YES  NO

12) A description of toxic and hazardous wastes to be generated, indicating storage and disposal method. (section 8.1.9.3.b)  YES  NO

13) Evidence of application to the Mass. Dept. of Environmental Protection of any industrial waste treatment or disposal system or any wastewater treatment system over 15,000 gallons per day capacity. Along with analysis documentation provided by a Civil Engineer registered in the Commonwealth of Mass. (section 8.1.9.3.c)  YES  NO

14) Are Taxes current on the property?  YES  NO

15) Drainage information submitted? (section 8.1.7)  YES  NO

**Section 9.3 Special Permits of the Zoning Bylaws**

**Section 9.3.2 Criteria**

Special permits shall be granted by the Special Permit Granting Authority, unless otherwise specified herein, only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this by-law, the determination shall include consideration of each of the following:

**Has a narrative describing the items below been submitted:**

1) Traffic flow and safety, including parking and loading; (section 9.3.2.1)  YES  NO

2) Social, economic, or community needs which are served by the proposal (section 9.3.2.2)  YES  NO

3) Adequacy of utilities and other public structures; (section 9.3.2.3)  YES  NO

4) Neighborhood character and social structures; (section 9.3.2.4)  YES  NO

5) Impacts on the natural environment; (section 9.3.2.5)  YES  NO

6) Potential fiscal impact, including impact on town services, tax base,  YES  NO



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and employment. (section 9.3.2.6)

**VII. FEES**

The fees for work proposed under this Special Permit Application shall be in accordance with the Town of Douglas Fee Schedule for Special Permit Applications.

Applicants must submit the following information with fee payment:

Fee Calculations

Check Number

Check date

Payor name on check

Applicant name (if different from payor)

**Administrative Filing Fee:**

**Base: \$250**

No. of property Abutters: \_\_\_\_\_ x \$5.00/EA = \_\_\_\_\_

TOTAL ADMIN FEE: \_\_\_\_\_

**Project Review & Inspection Fee:**

\$500.00 per acre of impervious area created, or fraction thereof.

Total acres of impervious area created on site = \_\_\_\_\_ x \$500.00 = \_\_\_\_\_

Total amount: \$ \_\_\_\_\_

III) Total Application Fee:

I) ADMIN TOTAL: \$ \_\_\_\_\_

II) REVIEW TOTAL: \$ \_\_\_\_\_

**TOTAL FEE: \$ \_\_\_\_\_**

*\* Please make all checks payable to the Town of Douglas \**

**Note:** Any fees determined to be refundable by the Board having jurisdiction over these fees and the Town Accountant will be returned to the ORIGINAL APPLICANT ONLY- regardless of who funded the application or whose name is on the check.



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## VIII. SIGNATURES

I hereby certify under the penalties of perjury that the foregoing Special Permit Application and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge. I understand that the Planning Board will place notification of this Submittal in a local newspaper in accordance with the requirements of the State Zoning Act at the expense of the applicant.

I further certify under penalties of perjury that a current list of all abutters and other relevant parties of interest were provided to the Planning Board office with current mailing addresses. These parties will be notified by the Douglas Planning Board pursuant to the requirements of the State Zoning Act. Notice must be made in writing by hand delivery or certified mail (return receipt requested) to all abutters within 300 feet of the property line of the project location.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Representative (if any)

\_\_\_\_\_  
Date