



Town of Sutton
Planning Department
4 Uxbridge Road
Sutton, Massachusetts 01590
508-865-8729

<https://www.suttonma.org/planning-board>

APPLICATION FOR SPECIAL PERMIT (III.A. OR VI)

APPLICANT & PROPERTY OWNER INFORMATION

NAME _____

STREET _____ CITY/TOWN _____

STATE _____ ZIP _____ PHONE _____ EMAIL _____

NAME, ADDRESS & CONTACT INFO OF PROPERTY OWNER (if different from Applicant)

SITE INFORMATION:

STREET AND NUMBER _____

ZONING DISTRICT _____ ASSESSOR'S MAP _____ LOT #(S) _____ DEED INFO BOOK _____ PAGE _____

LOT SIZE _____ FRONTAGE _____

CURRENT USE _____

PROJECT/PLAN INFORMATION:

PLAN TITLE _____

PREPARED BY (name/address/contact info) _____

DATE PREPARED _____ REVISION DATE(S) _____

APPLICABLE SPECIAL PERMIT SECTION (Select from III.A. Use Table or VI.) _____

ATTACH PROJECT DESCRIPTION

APPLICANT'S SIGNATURE _____ DATE _____

PROPERTY OWNER'S SIGNATURE (if not Applicant) _____ DATE _____



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APPLICATION REQUIREMENTS

REQUIRED SUBMISSION MATERIALS:

Applications must be submitted in a complete packet in order to schedule a public hearing (please see deadlines for meeting dates).

- A completely filled out Application for Special Permit
- A project description
- A list of any waiver requests
- Required plans
- For Special Permit Retreat lots, please submit a covenant (found under applications)
- Drainage calculations and other specialized studies if required
- Five complete copies of the Application and any supporting documents
- An electronic file of the Application and supporting documents
- Certified Abutters List from Assessors
(form attached - please file with Assessors Office 10 days before application is to be submitted)
- Application \$50 and mailing fees (to be calculated by the Planning Department) – make check payable to Town of Sutton
- Advertising fee