



Town of Westport

Planning Board
856 Main Road
Westport, MA 02790

www.westport-ma.com
planning@westport-ma.gov

Tel: (508) 636-1037

Application for Special Permit – Common Driveway (SP-CD)

Application No. _____

Date _____

Section 8.5 of the Westport Zoning By-Laws

In an effort to preserve, protect, and enhance environmentally sensitive land that might otherwise be cleared, excavated, filled, and/or covered with impervious surface this bylaw seeks to minimize negative impacts on community character and improve safety and emergency access. Common driveways may be allowed by a Special Permit granted by the Planning Board in accordance with the provisions of this section. A Special Permit will not be required when the common driveway is approved as part of the definitive subdivision process. For existing common driveways: a Special Permit shall be required when alterations are proposed to the common driveway.

The petitioner shall file this application form with the Town Clerk. A copy of said application form including the date and time of filing certified by the Town Clerk shall be filed forthwith by the petitioner with the Planning Board along with all other plans, materials, and required fees. Applications shall be filed with twelve (12) copies of the plan.

The applicability of the special permit requirement and the particular zoning by-law to a particular proposal is discussed in Section 8.5 of the Westport Zoning By-Laws and the Driveways and Common Driveway Rules and Regulations (forthcoming). The petitioner should also note any other sections of the Zoning By-Laws pertaining to the proposed project.

The following sections of the application describe supplementary information that must be submitted and those aspects of the proposed site development that the Planning Board will evaluate.

1. Full name of the owner(s) and address of land to which this application applies:

Name(s) of owners: _____

Property Address: _____

Email: _____

Signature of owner(s) _____

Application No.: _____

2. Full mailing address and telephone number of the owner(s) of land to which this application applies or full name, mailing address, telephone number and email address of the applicant if different from the above:

Owner

Mailing address: _____

Telephone number: _____

Applicant

Full name: _____

Mailing address: _____

Telephone number: _____

Signature of applicant(s) _____

3. Submit with this application a listing of abutters as certified by the Board of Assessors containing full names and addresses of abutting owners of land and those directly opposite on any public or private street or way and owners of land within 300 feet of the property line, according to the most recent tax list. Also, submit a certified list of abutting property owners of surrounding towns (if any) certified by the assessors of that town.

4. Location of Property: Map _____ Lot _____

5. Does your common driveway serve more than 2 lots? Yes _____ No _____

6. Is your common driveway part of a definitive subdivision? Yes _____ No _____

7. Is your common driveway part of an Approval Not Required Plan? Yes _____ No _____

8. Is your project residential, commercial, or Mixed-Use? _____

9. Length of Common Driveway (in feet)? _____

10. Width of Common Driveway (in feet)? _____

11. Turning area provided: Yes _____ No _____ Describe _____

12. What is the separation distance (in feet) between access connections and the road? _____

13. Maximum grade of driveway? _____

Application No.: _____

14. Has the plan been prepared in accordance with Section 8.5.2.A through K?

Yes _____ No _____ If no, please explain:

15. Home Owner's Association documents are attached for Planning Board counsel review (a separate fee may be required). Yes _____ No _____

16. Are you seeking any dimensional waivers? Yes _____ No _____ explain:

Received by Town Clerk:

- ☐ \$300 Application fee
- ☐ \$_____ East Bay Media Group
- ☐ \$_____ USPS Abutters Notification
- ☐ \$500 Consultant Review Fee
- ☐ \$_____ Town Counsel Review Fee