



Town of Westport
Planning Board
856 Main Road
Westport, MA 02790

Town Clerk Time Stamp
 Tel: (508) 636-1037

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

**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.

PROPERTY INFO

Subject property Map #: _____ Lot # _____

Property Address: _____

Property Owned by: _____

OWNER CONTACT INFO

Owner(s) Full Name			
Owner(s) mailing Address:			
Owner(s) Daytime Phone:		E-Mail	

Signature of owner(s) _____

Application No.: _____

APPLICANT CONTACT INFO			
Applicant(s) Full Name			
Applicant(s) mailing Address:			
Applicant(s) Daytime Phone:		<u>E-Mail</u>	

Signature of applicant(s) _____

1. Does your common driveway serve more than 2 lots? Yes _____ No _____
2. Is your common driveway part of a definitive subdivision? Yes _____ No _____
3. Is your common driveway part of an Approval Not Required Plan? Yes _____ No _____
4. Is your project residential, commercial, or Mixed-Use? _____
5. Length of Common Driveway (in feet)? _____
6. Width of Common Driveway (in feet)? _____
7. Turning area provided: Yes ___ No ___ Describe _____

8. What is the separation distance (in feet) between access connections and the road? _____
9. Maximum grade of driveway? _____
10. Has the plan been prepared in accordance with Section 8.5.2.A through K?
Yes _____ No _____ If no, please explain:

11. Home Owner's Association documents are attached for Planning Board counsel review (*a separate fee may be required*). Yes _____ No _____
12. Are you seeking any dimensional waivers? Yes ___ No ___ explain:

Application No.: _____

- \$300 Application fee (Check made out to TOWN OF WESTPORT)
- \$ _____ East Bay Media Group (Blank check made out to EastBay Media Group)
- \$ _____ USPS Abutters Notification (Blank check made out to USPS)
- \$2,500 Consultant Review Fee (Check made out to TOWN OF WESTPORT)
- \$ _____ Town Counsel Review Fee