



PLANNING BOARD

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Accessory Dwelling Unit Special Permit Regulation
Sandwich Planning Board
April 16, 1997
Revised June 2003

1A. AUTHORITY

In accordance with Section 4130 of the Sandwich Protective Zoning By-law, the Sandwich Planning Board has the authority to approve, approve the conditions or disapprove Accessory Dwelling Units within the Town of Sandwich. Applicants are encouraged to submit preliminary materials for informal review by the Planning Board prior to the application for a special permit.

2.A. PROCEDURES FOR THE SUBMISSION AND APPROVAL OF AN ACCESSORY DWELLING UNIT:
Applicants for a Special Permit for an accessory Dwelling Unit shall submit the following:

2.A.1. Submission Contents:

- A. A completed application form. (Attachment #1)
- B. Ten (10) copies of the site plan in sufficient detail to demonstrate compliance with the Zoning By-laws. These can be the same plans submitted for a building permit.
- C. Ten (10) copies of the floor plan in sufficient detail to demonstrate compliance with Zoning By-laws. These can be the same plans submitted for a building permit.
- D. Ten (10) copies of the principal elevation of the exterior of the proposed unit, at a minimum scale of 1/8"=1'.
- E. One copy of a certified abutters list shall be submitted with the application. The applicant is responsible for the cost of legal notices. Postage stamps sufficient for the mailing of notices must be submitted with abutters Est.
- F. Ten (10) copies of the letter from the Sandwich Housing Authority confirming compliance with the purpose of this by-law. (See Section 4138 of the Zoning By-laws)

2.B COMPLIANCE WITH SANDWICH PROTECTIVE ZONING BY-LAWS SECTION 4130-4139:

The applicant shall, in writing, demonstrate to the Planning Board that the application meets the minimum requirements of Sections 4130-4139 of the Sandwich Protective By-laws. (Attachment #2)

2.C. LONG TERM COMPLIANCE:

Subsequent to the approval of such accessory dwelling unit, the Planning Board or their designated agent shall from time to time, but in no case exceeding one year from the issuance of the special permit, require certification of compliance with this zoning by-law. An accessory dwelling unit shall comply with the "Accessory Dwelling Unit Special Permit Regulations of the Sandwich Planning Board", dated April 16, 1997 and any future amendments to said regulations.