



The Commonwealth of Massachusetts

Town of Becket

Zoning Board of Appeals

557 Main Street, Becket MA 01223
413-623-8934 zba@townofbecket.org

VARIANCE GUIDELINES *(Approved 2/12/08)*

Responsibilities of Applicant:

1. Submit **two copies** of the fully completed application to the Town Clerk, including coversheet.

Applications must be accompanied by:

- A definitive description that supports the reasons for a variance or special permit.
- A complete, accurate, and to scale plot plan to show measurements and location of pertinent structures and any systems relating to the application (well, septic system, etc.).*
- Evidence that the Town of Becket taxes are not delinquent (form attached)
- A copy (not the original) of deed, binding sales agreement, or applicant's tax bill for the property.
- A nonrefundable application fee of \$100.00, payable to "Town of Becket".

(Applications must be received by the ZBA on or before the 1st of the month to be on the following month's agenda.)

**Additional information may be requested at the discretion of the Board, such as plot survey. (A site plan visit may be required to verify site characteristics.)*

2. Pay costs associated with notification of public hearing.

- All mailing costs, made payable to "Reserve Account".
- Legal Notice publication cost, made payable to "Town of Becket".

Amounts will be provided after mailings and notice placement.

Checks must be received by the ZBA prior to the start of the public hearing.

3. Attend public hearing or have a legally appointed representative attend.

4. Submit Notice for Recording in the Registry to the Registry of Deeds.
This will be supplied by the Town Clerk after the 20 day appeal period.

Note: It is usually advisable to address any Wetlands or River frontage issues, with the Becket Conservation Commission, before filing any requests before the ZBA.