

Article 23, Paper Submittal Requirements To see if the Town will vote to amend all applicable sections of the Natick Zoning Bylaw to delete any reference to the submittal of paper applications or documents; or otherwise act thereon.

Amendments shown with ~~struck through~~ text are to be removed and underlined text is to be added, such ~~struck through~~ and underlines will be removed prior to publication in Zoning Bylaw upon approval.

1. Amend § III-A.5.7 (page III-24e-24f) of the Natick Zoning Bylaw to read

7. SPECIAL PROCEDURES REGARDING THE ISSUANCE OF SPECIAL PERMITS IN THE APD DISTRICT

a) In addition to the requirements of the M.G.L. Chapter 40A, Section 9 and the rules and regulations of the SPGA, the following additional requirements shall apply:

1) At least seven Electronic copies of any proposed plan for development shall be submitted to the SPGA through the Town's online permitting portal.

b) As part of the electronic submission, ~~t~~The applicant may request in writing a waiver of any of the foregoing requirements in paragraph 7a hereof; ~~which~~ The request shall be communicated by the SPGA ~~circulated~~ within three (3) business days of its receipt to the Planning Board (unless it is functioning as the SPGA with respect to such request), the Board of Health, the Conservation Commission and the Department of Public Works (hereinafter, the "Advisory Bodies"). Unless one of the Advisory Bodies communicates its decision to require the materials sought to be waived, within twenty two (22) days of the making of such request, the waiver may be granted by the SPGA. (Art. 28, Fall A.T.M. 1992)

c) ~~The SPGA shall provide copies of~~An application deemed complete and all other submittals shall be circulated of the applicant within three business days of filing to the Advisory Bodies for their review and recommendations. A public hearing on the application for a special permit may not be held prior to twenty two (22) days following the filing of the application. (Art. 28, Fall A.T.M. 1992)

2. Amend § III-A.6.C.10 (page III-41) of the Natick Zoning Bylaw to read

10.3 Filing. An application and supporting materials shall be submitted electronically through the Town's online permitting portal. ~~An applicant for Plan Approval shall file the required number of copies of the application form and the other required submittals as set forth in the PAA Regulations with the Town Clerk and a copy of the application including the date of filing certified by the Town Clerk shall be filed forthwith with the PAA.~~

10.4 Circulation to Other Boards. Upon receipt ~~of the~~ of a complete A application, the PAA shall ~~immediately provide a~~ circulate ~~copy of~~ the application ~~materials~~ to the ~~Board of Selectmen~~ Select Board, Zoning Board of Appeals, Board of Health, Community Development Department, Conservation Commission, Fire Department, Police Department, Building Commissioner, Department of Public Works, ~~the Administering Agency,~~ the Design Review Board, and any

such applicable board, agency or officer. Such reviewers shall provide any ~~written~~ comments within 60 days of ~~its~~ receipt of the application. ~~of a copy of the plan and application for approval.~~

3. Amend § III-F.1.2 (page III-72) of the Natick Zoning Bylaw to read

III.F.1.2. APPLICABILITY

The Special Permit Granting Authority (SPGA), as hereinafter provided, may grant Special Permits for SRC in accordance with Section VI-DD and VI-EE of these by-laws and subdivision approval in accordance with the subdivision rules and regulations, and other rules and regulations as adopted pursuant to Section III-F.1.4(c) herein, for the construction and occupancy of a SRC located in RS A, RS B or RS C zoning districts, provided that the gross land area of the development parcel is at least two (2.0) or more acres (87,120 square feet).

The applicant must either own or submit written authorization ~~in writing~~ to act on behalf of ~~for~~ all the owners ~~of~~ the lots comprising the parcel ~~prior to submitting a formal application as part of the electronic application.~~

4. Amend § III-F.1.4 (page III-73) of the Natick Zoning Bylaw to read

4. PROCEDURES:

The procedures for obtaining Special Permit for SRC are:

- a. Pre-Application: To promote better communication, reduce pre-development costs and increase efficiency, the applicant shall request a SRC Pre-Application Review with the Community and Economic Development Department and staff of the Conservation Commission, Board of Health, Department of Public Works and any other Department, Board and/or Committee with interest in the proposal to the pre-application review. At the SRC Pre-Application Review, the applicant may outline a proposal, seek preliminary feedback from town staff, and set a timetable for submittal of a formal application. At the request and expense of the applicant, the SPGA may engage technical experts to review the informal plans of the applicant and to facilitate submittal of a formal application for Special Permit Approval of a SRC.

In order to facilitate review at the SRC Pre-Application stage, applicants must submit through the online permitting portal ~~three (3) copies~~ of the following information to the Community and Economic Development Department:

5. Amend § III-H.3 (page III-95) of the Natick Zoning Bylaw to read

(C) **Finding.** Before issuing a Special Permit for a free standing WCF, the Planning Board must make a finding that all existing or approved WCF facilities cannot technologically accommodate the WCF requested, or evidence has been received that permission to locate on such facilities has been denied by the owner thereof, preferably in a writing, a copy of which has been submitted electronically to the Planning Board.

6. Amend § III-I.1.2.7 (page III-104) of the Natick Zoning Bylaw to read

2. Formal application: The Applicant shall submit a plan for the overall development, including a final site plan showing the final completed development in all phases as contemplated on the site at the time of application, regardless of the number of phases in which it may be constructed. Said application shall include, at a minimum, a completely designed first phase of development. The application shall be filed in the name of the Applicant. The Applicant must either own or submit authorization in writing to act for all of the owners of the ISLOOP parcel prior to submitting a formal application. ~~The application for a~~ A complete special permit application shall be filed electronically with Community and Economic Development through the Town's online permitting portal. ~~by the applicant with the Town Clerk and a copy of said application, including the date and time of filing certified by the Town Clerk, shall be filed by the applicant with the SPGA.~~

7. Amend § III-I.2.2.6 (page III-108) of the Natick Zoning Bylaw to read

2. Formal application: The Applicant shall submit a plan for the overall development, including a final site plan showing the final completed development in all phases as contemplated on the site at the time of application, regardless of the number of phases in which it may be constructed. Said application shall include, at a minimum, a completely designed first phase of development. The application shall be filed in the name of the Applicant. The Applicant must either own or submit authorization in writing to act for all of the owners of the ALOOP parcel prior to submitting a formal application. ~~The application for a~~ A complete special permit application shall be filed by the Applicant electronically with Community and Economic Development through the Town's online permitting portal. ~~with the Town Clerk and a copy of said application, including the date and time of filing certified by the Town Clerk, shall be filed by the applicant with the SPGA.~~

7. Amend § III-J (page III-110) of the Natick Zoning Bylaw to read

4. The SPGA shall provide copies of the application and all other submittals of the applicant within three business days of filing to the Advisory Bodies for their recommendations. A public hearing on the application for a special permit may not be held prior to twenty two (22) days following the filing of the application.

8. Amend § 329.3 (page III-156) of the Natick Zoning Bylaw to read

329.31 If the size of the proposed structure exceeds 50,000 square feet, the applicant shall submit ~~one a~~ complete electronic copyset of the application documents to the ~~Town~~ City of Framingham and shall meet with the Planning Board of Framingham to describe the project, if requested by the Framingham Planning Board.

329.32 If the size of the proposed structure is less than 50,000 square feet, the applicant shall submit ~~one a~~ complete electronic copy of the set of application documents to the ~~City~~ Town of Framingham. The Planning Board of Framingham shall be notified of the dates of all public hearings held by the Natick Planning Board regarding the project.

9. Amend § V-D.19 Administration & Procedure (page V-20) of the Natick Zoning Bylaw to read

- a) Permits - Where the requirements of these off-street regulations are applicable, an application for a building or use permit for other than one and two family dwellings must be accompanied ~~by three copies~~ electronic copies of an Off-Street Parking and Storage Plan. The Building Inspector shall determine whether such plan is in compliance with the provisions of these Off-Street Parking and Loading Requirements. If the Building Inspector determines that the plan is not in compliance with these Off-Street Parking and Loading Requirements the Building Commissioner ~~he~~ shall deny the application in writing setting forth ~~his~~ grounds for the denial.

10. Amend § VI-DD.2A (page VI-6) of the Natick Zoning Bylaw to read

- c. Procedures. Applicants shall file a complete special permit application electronically for review through the Town's online permitting portal. Each application for a special permit, together with copies of supporting plans and other materials, shall be filed by the petitioner with the Town Clerk electronically with the Town. Fifteen copies of said application, including one having the date and time of filing certified by the Town Clerk, shall be filed forthwith by the applicant with the Special Permit Granting Authority, together with five (5) copies of the supporting plans and other materials, and one copy of all materials in digital (PDF) format.
- d. Referral to Other Officials and Agencies. The Special Permit Granting Authority shall refer notice of all applications immediately upon receipt to the Town Administrator, Building Commissioner, Planning Board (when it is not the SPGA), Town Engineer, DPW, Board of Health, Conservation Commission, Police Department, Fire Department, and to any other involved Town official or agency.

The Special Permit Granting Authority shall also transmit copies of the submitted plans and support documentation to all agencies having requested such documentation for either that specific project or for such projects generally, and to any other authorities whose review is judged appropriate by the Building Commissioner, for technical review and comment. Failure of any official or agency to make recommendation within thirty-five days of receipt of the application and support documentation shall be deemed lack of opposition thereto.

11. Amend § VI-E.2 (page VI-19) of the Natick Zoning Bylaw to read

- e) The application to the Board of Appeals for a special permit for subsidized housing under subsection VI E 2 d shall be accompanied by the following plans and supporting materials, copies of which also shall be submitted to the Planning Board.