

## Chapter 896

### ZONE CHANGES

**[HISTORY: Town Council, Board of Selectmen, and Planning Board Rules and Regulations for Zone Changes. Town Council amended 1-18-2012]**

#### GENERAL REFERENCES

**Zoning — See Ch. 200.**

**Subdivision of land — See Ch. 880.**

**§ 896-1. Petition to be made on official form.** [Town Council amended 1-18-2012]

Every petition for a zone change requested by a landowner shall be made on the official form which shall be filed with the City Council with a copy to the Planning Board and the Mayor showing the date and time the filing was received City Council.

**§ 896-2. Submissions with petition.** [Town Council amended 1-18-2012]

A. Every petition shall include the following:

- (1) One hundred dollar (\$100) filing fee.
- (2) A copy of the Greenfield Property Map showing the lots to be included in the zone change.
- (3) If the request for a zone change is to permit a new use of the property, seven (7) copies of site plans shall be submitted showing:
  - (a) The existing and proposed zoning boundaries and district names.
  - (b) The location of existing and proposed lot lines within the proposed zone.
  - (c) The location of all existing and proposed buildings, structures, parking areas and any other accessory uses.
- (4) The Planning Board or the City Council may require the submission of additional information to justify the zone change.

B. One (1) copy of the site plan shall be submitted to both the Mayor and the City Council. Five (5) copies shall be submitted to the Planning Board, who shall forward copies to the Inspector of Buildings, the Department of Public Works, and the City Counsel.

**§ 896-3. Costs to be borne by petitioner.** [Town Council amended 1-18-2012]

A. The petitioner shall be responsible for the cost of advertising and postage by both the Planning Board and the City Council public hearings.

B. All other costs and reasonable expenses incurred by the City in connection with the review and processing of zone change request shall be borne by the applicant. Such costs may include but are not limited to staff time, consultant and attorney's fees, research, data collection, tests, boring, and information meetings. The City shall notify the applicant of the estimated costs and request payment. Such review costs shall be paid by the applicant within ten (10) days of receipt of the payment request. The City may from time to time request additional payment as costs are incurred. Failure to make timely payments shall be adequate reason to deny the request.

**§ 896-4. Adoption procedure.** [Town Council amended 1-18-2012]

The process for adopting a zone change shall be in accordance with MGL c. 40A, § 5, the Zoning Act and with the City Charter.

**§ 896-5. Waiver of fee.**

The application fee may be waived if deemed appropriate.