

# BEDFORD PLANNING BOARD

## SITE PLAN APPLICATION

### - for DETACHED ACCESSORY DWELLING UNIT only

Please read Town of **Bedford Zoning Bylaw Section 4.2.9** to understand what is allowed and the requirements for design, layout, parking, landscaping etc. The site plan review process is conducted in a public Planning Board meeting, with abutter notification (but not a fully advertised public hearing), and is described in Section 4.2.9.4 (v). A simple majority vote is needed for approval, after which you may apply to the Code Enforcement department for a building permit.

Submission requirements and the applicable fee are set out in the **Planning Board's Site Plan Rules and Regulations**.

Your appearance before the Board cannot be scheduled until a full application is received (see the **Agenda Policy**). Anticipated meeting dates are usually posted on the website, [www.bedfordma.gov/planning](http://www.bedfordma.gov/planning).

If in doubt on any aspect, please consult the Planning Office staff on 781-275-1548.

### General Information

Owner's Name:

Phone:

Email:

Address of property:

Assessor's Map and Lot#:

Zoning District:

Developer/professional acting as permitting contact (if applicable):

Name and designation:

Address:

Phone:

Email:

Filing fee attached: check #

Please complete checklist describing key features of the proposal.

Please attach Site Plan meeting requirements of Site Plan Rules and Regulations (for a Detached Accessory Dwelling Unit)

Please attach illustrative materials and any other information as required by Site Plan Rules and Regulations (for a Detached Accessory Dwelling Unit) and anything else you think would help to explain your proposal and its context.

# ZONING BY-LAW AMENDMENT

## SECTION 4.2.9 DETACHED ACCESSORY DWELLING UNIT - CHECKLIST

### GENERAL PROVISIONS:

- Either unit must be owner occupied.  
Owner's Name \_\_\_\_\_
- Gross floor area of existing dwelling excluding interior parking spaces:  
\_\_\_\_\_ sq.ft.  
**(include habitable areas & basement areas w/ 6'+ ceiling height)**

X .50 =

**(Accessory Dwelling Unit can be 50% of existing dwelling's square footage OR 900 square feet which ever is smaller)**

- An additional 100 sq.ft. may be added to the total square footage if standards for Universal Design and/or Enhanced Energy Efficiency are met in accordance w/ s.4.2.9 (iv)

Does the project comply with either of these standards? Yes \_\_\_\_\_ No \_\_\_\_\_

- Maximum total gross floor area allowed for accessory dwelling unit:  
\_\_\_\_\_ sq.ft.  
**(gross floor area includes all habitable areas & basement areas w/ 6'+ ceiling height to be used by accessory dwelling unit)**
- Total gross floor area of *proposed* accessory dwelling unit:  
\_\_\_\_\_ sq.ft.
- Number of bedrooms in accessory dwelling unit (no more than 2): \_\_\_\_\_
- Is structure connected to public sewer and water? \_\_\_\_\_

### EXTERIOR APPEARANCE:

- What are the setbacks of the detached accessory dwelling unit from property lines?  
Side Yard Setback: \_\_\_\_\_ Rear Yard Setback: \_\_\_\_\_
- What is the distance from the primary dwelling unit: \_\_\_\_\_ ft.
- What is the height of the Detached Accessory Dwelling Unit? \_\_\_\_\_ ft.

- Number of stories of the Detached Accessory Dwelling Unit: \_\_\_\_\_
- Main entrance shall face the street or interior of the lot.  
If other, please explain \_\_\_\_\_

**OFF STREET PARKING:**

- Minimum parking space requirements: two (2) for primary dwelling and one (1) for accessory dwelling unit. Does the project comply with this requirement?

Yes \_\_\_\_\_ No \_\_\_\_\_

If no, please explain: \_\_\_\_\_

- What type of material are parking spaces and driveway(s) made of?

\_\_\_\_\_

- Are there more than two (2) outdoor parking spaces? Yes \_\_\_\_ No \_\_\_\_

If so, where are these spaces located?

\_\_\_\_\_

If so, what type of screening is provided?

\_\_\_\_\_

- Do both the primary dwelling and the detached accessory dwelling unit have at least one unimpeded parking space which has direct access to the street?

Yes \_\_\_\_\_ No \_\_\_\_\_