



APPLICATION CHECKLIST

SPECIAL PERMIT - WIND ENERGY CONVERSION FACILITY &/or METEOROLOGICAL TOWER

CITY OF WORCESTER PLANNING BOARD

455 Main Street, Room 404; Worcester, MA 01608

Phone 508-799-1400 - Fax 508-799-1393

Do Not Submit This Page – For Your Information Only

STEP 1: Submit An Original and Fifteen (15) Stapled Copies of the Application Consisting of the Following to the Division Of Planning & Regulatory Services (DPRS):

A. Zoning Determination Form

- Form is provided by the Department of Inspectional Services located at 25 Meade Street.
- Form must be signed by an authorized Inspectional Services staff member. There is no fee for the zoning determination form.

B. Application

- The original, signed application.

C. Certification of Tax/Revenue Collection Compliance (part of the application form, see p. 18 for more information)

- All owners of subject property and applicants must certify that all local taxes, fees, assessments, betterments, or any other municipal charges of any kind are current with the City Treasurer's Office.

D. All required supporting documentations – see checklist on page 13.

E. Certified Map & List of Abutters

- The original Certified Abutters Map & List, signed by the Assessor (room 209, City Hall).

F. Plan - see checklist on page 14.

- Submit one (1) original and 15 copies of a site plan. Verify with DPRS if your Special Permit also triggers Definitive Site Plan review. If it does, one set of 15 copies of the site plan will be sufficient for both filings (two separate applications are required, but only 15 copies of the Site Plan).
- See Article V of the Worcester Zoning Ordinance for site plan requirements.

STEP 2: Along With The Application Package, Submit The Following To DPRS:

A. Two Sets of Stamped Envelopes with Assessor's Address Labels for abutters and the applicant.

- Create two (2) separate sets of stamped envelopes with Assessor's abutters' address labels obtained from the Assessor's Department (see above).
- Include two stamped, addressed envelopes for each applicant.
- The return address on the envelopes should be: City of Worcester, Division of Planning; 455 Main Street, Room 404; Worcester, MA 01608. (Please note: This office has a return address stamp for your convenience if you wish to use it.)
- These envelopes will be used by DPRS to send notices of the public hearing and outcome.

B. Appropriate fee (consult application fee schedule). Please make checks payable to the City of Worcester.

STEP 3: File Original Application With The City Clerk (2nd floor, City Hall). Your application must be processed by the Division of Planning & Regulatory Services before filing with the City Clerk.

Do Not Submit This Page – For Your Information Only

WIND ENERGY CONVERSION FACILITY

The purpose of the Wind Energy Conversion Facility Article of the Zoning Ordinance is to provide for the construction and operation of Wind Energy Conversion Facilities (WECF) in the city of Worcester, and to provide standards for the placement, design, installation, modification, monitoring and decommissioning of these facilities subject to reasonable conditions that will protect the public health, safety and welfare while providing for the production of clean, renewable energy.

Review Standards

In addition to its special permit review criteria under Article II of the Zoning Ordinance, the Planning Board shall also consider the proposed project's conformance with the following criteria:

1. The proposed WECF does not derogate from the purposes and intent of the WECF Article IV Section 13 and the Zoning Ordinance.
2. The application information submitted is adequate for the Special Permit Granting Authority to consider approving the special permit request.
3. The proposed design, installation and operation of the WECF will meet the requirements of the Article IV Section 13.
4. The acoustical assessment provided adequately predicts resulting sound levels as may be measured in accordance with the provisions of the WECF Ordinance.
5. Reasonable efforts have been made to minimize shadow flicker to any occupied building on a non-participating landowner's property.
6. The maintenance plan proposed adequately provides for the ongoing safe operation of the WECF.
7. There will be no substantial adverse affect on the environment or wildlife. *(Not applicable to Small WECFs).*
8. The documentation and information for setback, sound and shadow flicker waiver requests, if any, provide sufficient assurance that the affected non-participating property owners are fully informed and consent to the waiver requests.
9. The documentation and information for height and rotor diameter (as applicable) waiver requests, if any, are sufficient to demonstrate the requirements of the Zoning Ordinance Section 13 (I): *Waivers of setback, sound, shadow flicker, height, and rotor diameter provisions.*

When a Special Permit Required:

In accordance with the Zoning Ordinance Article IV Section 13 (I), a Special Permit is required for:

1. **WECF/Met Tower Uses** where specified in Table 4.1: Permitted Uses by Zoning Districts;
2. **Waiver(s)** associated with the above-mentioned proposed use(s) (if any) - by-right *and* Specially Permitted. These also include waivers for setback and shadow flicker requirements that result from other waiver requests.



APPLICATION

SPECIAL PERMIT - WIND ENERGY CONVERSION FACILITY &/or METEOROLOGICAL TOWER

CITY OF WORCESTER PLANNING BOARD
455 Main Street, Room 404; Worcester, MA 01608
Phone 508-799-1400x260 - Fax 508-799-1393

PROJECT ADDRESS: _____

TYPE OF SPECIAL PERMIT:

Please check requested Special Permit(s):

Special Permit to allow a WECF/Met Tower Use (See Article IV, Table 4.1):

<input type="checkbox"/> Large WECF (rotor diameter ≥ 20 ft)
<input type="checkbox"/> Small WECF (rotor diameter < 20 ft)
<input type="checkbox"/> Meteorological Tower (MET) ≤85 ft in height
<input type="checkbox"/> Meteorological Tower (MET) >85 ft in height

Special Permit to request one or more of the following Waivers (check all that apply):

<p>Waiver(s) with respect to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Distance to the nearest wind turbine <input type="checkbox"/> Distance to existing above ground utility transmission line(s)
<p>Waiver(s) with respect to a <i>participating property</i>:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Setbacks <input type="checkbox"/> Sound <input type="checkbox"/> Shadow Flicker
<p>Waiver(s) with respect to a <i>non-participating property</i>:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Setbacks <input type="checkbox"/> Sound <input type="checkbox"/> Shadow Flicker
<p>Waiver(s) with respect to a <i>public way</i>:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Setbacks <input type="checkbox"/> Sound <input type="checkbox"/> Shadow Flicker
<p>Other Waiver(s):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Height of WECF <input type="checkbox"/> Rotor Diameter of Large WECF

1. Name of Applicant(s): _____
2. Address of Applicant: _____
3. Telephone: _____
4. Email: _____

5. That he / she is the owner (s), lessee (s), optionee (s) (circle one) of certain premises situated at _____ Worcester, Massachusetts
(List property subject to the application and include any lot numbers. Please note: The street number may be different than the Assessor's address).

and that the owner of record is in the name of _____
(The owner of record is the person or entity who owns title to the property as of today's date.
Per Article IV, Section 13 (D) (5), "An applicant who is not a participating landowner shall submit an executed lease or purchase and sale agreement, or power purchase agreement, documenting the applicant's contingent property interest and legal right to install, operate and maintain the WECF and MET on the affected property(ies).")

whose address (es) is /are _____, by a deed duly recorded in the Worcester District Registry of Deeds, Book(s) _____, Page(s) _____, and is further described by the City of Worcester Assessor's Office as Map _____ Block _____ Lot _____.

6. Is this property known by any other address? _____

7. Zoning district(s) of the property (Indicate if more than one zoning district and any zoning overlay districts):

8. Are you aware if this property has been previously granted approvals from any City Board or Commission?
If so, please list (Provide dates of previous approvals, book and page numbers and/or certificate numbers of any recorded decisions and/or recorded/registered land. Also, please provide copies of previous recorded decisions):

9. Describe what is presently located on the property (Use as much detail as possible including all uses and square footage of each use):

10. The applicant seeks to:

Include a project overview with a narrative describing the proposed WECF including an overview of the project with the following information: the project location, the number, representative types, generating capacity, cut-in and cut-out wind speed, overspeed controls, materials, dimensions and respective manufacturers of each wind turbine to be constructed, and a detailed description of all ancillary facilities. This overview shall also include a comparison of estimated electric generation vs. on-site electric consumption, a cost-benefit analysis demonstrating that the proposed hub height and turbine height are necessary to achieve economic viability (including the variation of electricity generated at alternative heights), and an estimate of the number of tons of pollution prevented. (Please attach additional pages to your application as necessary.)

11. List the following proposed dimensions:

WECF/MET 1:

Proposed Dimensions (see definitions and measurement instructions in Article IV, Section 13)		Required (feet)	Proposed (feet)
Rotor Diameter	Proposed Rotor Diameter		
Height	Proposed Turbine Height		
	Distance between the ground and any part of a rotor or turbine blade		
Setbacks	Setback to the nearest non-participating landowner's occupied building		
	Setback to the nearest participating landowner's occupied building		
	Setback to the nearest WECF		
	Setback to the nearest right-of-way line of the nearest public way		
	Setback to the abutting property owner's property line		
	Setback to the nearest existing above ground utility transmission line(s)		

WECF/MET 2:

Proposed Dimensions (see definitions and measurement instructions in Article IV, Section 13)		Required (feet)	Proposed (feet)
Rotor Diameter	Proposed Rotor Diameter		
Height	Proposed Turbine Height		
	Distance between the ground and any part of a rotor or turbine blade		
Setbacks	Setback to the nearest non-participating landowner's occupied building		
	Setback to the nearest participating landowner's occupied building		
	Setback to the nearest WECF		
	Setback to the nearest right-of-way line of the nearest public way		
	Setback to the abutting property owner's property line		
	Setback to the nearest existing above ground utility transmission line(s)		

WECF/MET 3:

Proposed Dimensions (see definitions and measurement instructions in Article IV, Section 13)		Required (feet)	Proposed (feet)
Rotor Diameter	Proposed Rotor Diameter		
Height	Proposed Turbine Height		
	Distance between the ground and any part of a rotor or turbine blade		
Setbacks	Setback to the nearest non-participating landowner's occupied building		
	Setback to the nearest participating landowner's occupied building		
	Setback to the nearest WECF		
	Setback to the nearest right-of-way line of the nearest public way		
	Setback to the abutting property owner's property line		
	Setback to the nearest existing above ground utility transmission line(s)		

12. List any requested waivers from Article IV, Section 13:

13. With respect to requested waivers (above), list participating and non-participating property owners whose consent are necessary per Article IV, Section 13:

Participating Landowners:

1 _____

2 _____

3 _____

4 _____

5 _____

Non-Participating Landowners:

1 _____

2 _____

3 _____

4 _____

5 _____

Please attach additional pages to your application as necessary.

7. Provide documentation and information for setback, sound and shadow flicker waiver requests, if any. Provide sufficient assurance that the affected participating and non-participating property owners are fully informed and consent to the waiver requests (see guidance checklist on page 13).

8. Provide documentation and information for height and rotor diameter waiver requests, if any. Demonstrate that they are sufficient to demonstrate the requirements of Article IV, Section 13 (see guidance checklist on page 13).

WHEREFORE, the applicant(s) requests that this Board grant the special permit (s) as requested above.

By: _____
(Signature of Applicant or Applicant's Agent)
If more than one applicant, all applicants must fill out information.

(Name of Applicant)

(Address)

(Contact Phone Number)

(Email)

(Date)

By: _____
(Signature of Property Owner or Owner's Agent)
If more than one property owner, all owners must fill out information.

(Name of Property Owner)

(Address)

(Contact Phone Number)

(Email)

(Date)

****ALL APPLICATION DEADLINES ARE 2:00 P.M. UNLESS OTHERWISE SPECIFIED**
APPLICANTS ARE ENCOURAGED TO FILE BEFORE THE DEADLINE DATE WHENEVER POSSIBLE**

CERTIFICATION OF COMPLIANCE WITH WORCESTER REVISED ORDINANCES GOVERNING REVENUE COLLECTION

***Note: This form must be completed and signed by both the applicant(s) and owner(s) of the property certifying payment of all local taxes, fees, assessments, betterments, or any other municipal charges of any kind. Failure to include a fully completed certification form with the application shall result in the application being deemed incomplete and ineligible for further processing by the Planning Board.**

Pursuant to Massachusetts General Law, Chapter 40, Section 57 and the City of Worcester General Revised Ordinance, Chapter 11, Section 26-28, the undersigned applicant and all parties having an ownership interest therein, hereby certify, under the pains and penalties of perjury, that the applicant(s) and owner(s) have complied with the laws of the Commonwealth of Massachusetts and the City of Worcester regarding payment of all local taxes, fees, assessments, betterments or any other municipal charges of any kind.

(Give first and last names in full. In case of a corporation give names of President, Treasurer and Manager; and in case of firms, give names of individual members.)

(1) If a Proprietorship or Single Owner of residential property:

Name of Owner _____

Business Address _____

Home Address _____

Business Phone _____ Home Phone _____

Signature of owner (certifying payment of all municipal charges):

_____ Date: _____

(2) If a Partnership or Multiple Owners of residential property:

Full names and address of all partners

Printed Names

Addresses

Business Address _____

Business Phone _____

Signature of all owners of property (certifying payment of all municipal charges -attach multiple pages if necessary)

_____ Date: _____
_____ Date: _____
_____ Date: _____
_____ Date: _____

(3) If a Corporation:

Full Legal Name _____

State of Incorporation _____

Principal Places of Business _____

Place of Business in Massachusetts _____

Printed Names of Officers of Corporation: _____ Title _____

_____	_____
_____	_____
_____	_____
_____	_____

Owners of Corporation:

Printed Names _____ Address _____ % of stock _____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature of all owners of property (certifying payment of all municipal charges -attach multiple pages if necessary)

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____

(4) If a Trust:

Name of Trust _____

Business Address _____

Printed Names of Trustees: _____ Address _____

_____	_____
_____	_____
_____	_____
_____	_____

Printed Names of Beneficiaries: _____ Address _____

_____	_____
_____	_____
_____	_____
_____	_____

Signature of trustees of property (certifying payment of all municipal charges -attach multiple pages if necessary)

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____

(5) Signature of Applicant (if different from owner, certifying payment of all municipal charges):

Printed Name of Applicant: _____

Signature of Applicant: _____ Date: _____

CHECKLIST

**Additional Special Permit Application Submission Requirements For
Waiver Requests of Setbacks, Sound, Shadow Flicker, Height, And Rotor Diameter Provisions**

Please note that this checklist is for informational purposes only and does not substitute for the applicable Zoning Ordinance Article IV Section 13. Applicants must submit an original and 15 copies of the required submittals as part of his/her application package (see page 1 of this application).

1. To the extent these provisions affect a *participating* landowner property, the applicant should submit:
 - The request in writing requesting a waiver of the setback, sound and/or shadow flicker provisions of Article IX Section 13. If the applicant is not the property owner, the property owner's written consent to the waiver(s), should also be submitted.

2. To the extent these provisions affect a *non-participating* landowner property, the applicant should submit:
 - A request in writing requesting a waiver of the setback, sound and/or shadow flicker provisions of Article IX Section 13.
 - An affidavit signed by the affected non-participating property owner(s) in support of the applicant's request for waiver. The affidavit shall contain the non-participating property owner's acknowledgement of the setback, sound or shadow flicker requirements of this Section and what is proposed in lieu thereof, describe the impact on the non-participating property owner(s), and state the non-participating property owner's support for the applicant's waiver request. A non-participating property owner's affidavit shall be made a part of the special permit decision and shall be separately recorded with the Worcester District Registry of Deeds at the same time that the special permit decision is recorded to provide notice to all subsequent purchasers of the non-participating property of the waiver(s) granted.

3. To the extent these provisions affect a *public way*, the applicant should submit:
 - A request in writing requesting a waiver of the setback, sound and/or shadow flicker provisions of Article IX Section 13.
 - If the proposed WECF or Met Tower affects an existing above ground utility transmission line, a written letter from a utility company owning the line, consenting to the proposed project.

4. To the extent these provisions affect the *turbine height* of a WECF, the applicant should submit:
 - A comparison of the proposal with the alternative in terms of energy produced and greenhouse gases prevented, measured in tons of eCO₂, that demonstrates that the increased height will significantly increase the energy produced by the WECF; and
 - For Small WECFs, a demonstration that obstacles within five-hundred (500) feet of the proposed location of a WECF will significantly reduce the available wind resource, or are likely to cause wind turbulence that would result in unsafe conditions for the operation of the proposed wind turbine.

5. To the extent these provisions affect the *rotor diameter* of a Large WECF, the applicant should submit:
 - A comparison of the proposal with, and without, the waiver in terms of energy produced and greenhouse gases prevented, measured in tons of eCO₂, that demonstrates that the increased rotor diameter will significantly increase the energy produced by the WECF.

CHECKLIST

**Additional Special Permit Application Submission Requirements for
Wind Energy Conversion Facilities (WECF) And Meteorological Towers**

1. Waiver Requests:

- Documentation and information for setback, sound and shadow flicker waiver requests, if any, provide sufficient assurance that the affected non-participating property owners are fully informed and consent to the waiver requests.

2. Vicinity Plan: A vicinity plan shall be prepared by a registered engineer and must show the scale, a north arrow, legend or annotation (for each symbol used) and identify the sheet number in sequence. Use separate sheets for various layers as appropriate to improve clarity – include overview sheet with all layers. *(Not applicable to Small WECFs).*

A. Vicinity plans shall depict the following information for the subject property and all adjacent properties within 300 feet:

- Property lines, layout of existing buildings (including their use status - e.g., occupied buildings), accessory structures, location and name of all public, private roads, and railroads.
- Any significant natural, topographical or physical features of the area including existing contours at two (2) feet in one hundred (100) feet.
- Lines representing the sight line showing viewpoint and visible point from “sight lines” subsection below.
- Annotation(s) identifying all parcels and occupied buildings affected by waivers, if any.
- Area of estimated wind turbine shadow flicker.

B. The vicinity plan shall depict:

- The proposed location of each wind turbine(s),
- Street address,
- Property lines,
- Wind turbine setback lines (depicted as a radius from the center of the wind turbine),
- Access road and turnout locations,
- Substation(s),
- Electrical cabling from the WECF to substation(s),
- Ancillary equipment, buildings, and structures, including permanent meteorological towers, associated transmission lines (including whether they are above or below ground),
- Layout of all structures within the geographical boundaries of any applicable setback.

3. Site Plan

A. A site plan to a scale of not less than forty (40) feet to the inch, on one or more sheets, prepared by a registered engineer, and indicate the scale used, a north arrow, legend or annotation (for each symbol used), and identify the sheet number in sequence. Use separate sheets for various layers as appropriate to improve clarity – include overview sheet with all layers. The site plan shall also include the following information:

- Title block information that identifies location, applicant, property owner, WECF owner/operator, and party responsible for preparing the plan.

- A table that compares all required dimensional requirements of this WECF Ordinance with those proposed for the WECF when an applicant seeks one or more dimensional waivers.
- Annotation(s) identifying all parcels and occupied buildings affected by waivers, if any.
- The boundary lines and dimensions of the subject property, existing subdivision lots, available utilities, easements, roadways, railroads, rail lines and public rights-of-way, crossing and adjacent to the subject property.
- Any proposed re-grading of the subject property and any significant natural, topographical or physical features of the property including, at least, watercourses, marshes, floodplain and wetlands, trees in excess of nine (9) inches in diameter, soil types, and existing contours at two (2) feet in one hundred (100) feet. *(Not applicable to Small WECFs).*
- Location of each wind turbine, WECF setback lines (measured at grade and depicted as a radius from the center of the wind turbine), access road and turnout locations, substation(s), electrical cabling from the WECF to substation(s), ancillary equipment, buildings, and structures, including permanent meteorological towers, associated transmission lines (including whether they are above or below ground).
- Layout of all existing buildings (including their use status - e.g., occupied buildings), and structures within the geographical boundaries of any applicable setback
- All existing and proposed surface and subsurface drainage facilities, including detention or retention ponds. Drainage circulation with data on predevelopment and post-development condition should be provided. *(Not applicable to Small WECFs).*
- Location and size of all signs (including emergency phone number signs) and lighting as it pertains to the WECF. *(Not applicable to Small WECFs).*
- Proposed landscaping (noting how the existing vegetation is to be retained and used) including type, location and quantity of all plant materials, location and height of fences or screen plantings and the type or kind of building materials or plantings to be used for fencing and screening of the WECF.
- Methods and locations of erosion and sedimentation control devices used during and after construction of the WECF.

4. Wind Map:

- A map showing the wind characteristics of the general area and the dominant wind direction – the direction from which fifty (50) percent or more of the energy contained in the wind flows. *(Not applicable to Small WECFs).*

5. Sightline Analysis: Photographs shall be provided depicting views from a reasonable number of key vantage points as determined by the applicant in consultation with the Division of Planning and Regulatory Services. Sites for the view representations shall be selected from areas within a two (2) mile radius of the site. *(Not applicable to Small WECFs).*

- Existing (before condition) photographs. Each sightline shall be illustrated by one (1) four-inch by six-inch color photograph of what can currently be seen from any public way within 300 feet of the subject property.
- Proposed (after condition) photographs. Each of the existing condition photographs shall have the proposed WECF superimposed on it to show what will be seen from public roads if the proposed facility is built.

- A sightline map depicting the points from which sightline photographs were taken.
- A description of the technical procedures followed in producing the visualization (distances, angles, lens, etc.).

6. Balloon or Crane Test: The applicant will provide a statement proposing a date, time and location of such test. *(Not applicable to Small WECFs).*

- Within ten (10) days of filing an application, the applicant shall arrange with the Division of Planning and Regulatory Services for a balloon or crane test at the proposed site to illustrate the height of the proposed WECF. The date, time and location of such test shall be advertised by the applicant in a newspaper of general circulation in the City of Worcester at least seven (7) days, but not more than fourteen (14) days prior to the test. Evidence of this advertisement must be provided to the Planning Board at the time of public hearing.

7. Compliance Certificates and Statements:

- Certificate(s) of design compliance obtained from the equipment manufacturers that the system's wind turbine and other components meet or exceed the standards of one of the following national and international certification programs: American National Standards Institute (ANSI), Det Norske Veritas, Germanischer Lloyd Wind Energies, International Electrotechnical Commission (IEC), National Electrical Code (NEC), Underwriters Laboratories (UL), or other certification program recognized by the American Wind Energy Association.
- Standard drawings and a structural engineering analysis of tower(s) showing compliance with applicable Massachusetts State Building Codes and certification by a Commonwealth of Massachusetts licensed professional engineer.
- A determination from the Federal Aviation Administration of no hazard to air navigation, and that the WECF as proposed complies with all applicable Federal Aviation Administration regulations. *(Not Applicable to Small WECFs unless height waiver is requested or, is located within an A-1 District, Airport Environs Overlay District, or both.)*
- The applicant shall provide a statement certified and signed by an acoustical engineer stating that the sound estimates and measurements provided meet industry professional standards for accuracy, and that the WECF as proposed will be in conformance with the performance standards of this Section related to sound. *(Not applicable to Small WECFs).*
- Evidence that the proposed hub height and turbine height do not exceed the height recommended by the manufacturer or distributor of the wind energy conversion system.
- Evidence, certified by the manufacturer, that the WECF is in conformance with the Regulations of the Federal Communication Commission (47 CFR Part 15 as revised) relating to harmful interference with radio or television reception.

8. Maintenance Plan:

- The applicant shall provide a detailed maintenance plan in accordance with manufacturer's specifications and all governmental regulations to ensure the safe operation of the WECF. Plan shall include but not be limited to: preventative and periodic maintenance, routine checks and testing, and cleaning, associated with all structural, electrical and mechanical components of the WECF.

9. Notifications:

- The applicant shall provide notification letters and evidence that a notice to construct a WECF

has been received by the appropriate electric utility company and the Federal Aviation Administration.

10. Sound Assessment:

A. The applicant shall provide a report estimating current ambient sound at appropriate locations and maximum projected sound from the proposed WECF, measured in dB(A) (decibels A-weighted), including but not limited to the following:

- An estimation or measurement of the existing ambient background sound levels.
- Identification of a model for sound propagation (sound modeling software will include a propagation model).
- A prediction or measurement of sound levels from the WECF(s) at the nearest non-participating landowner's occupied building(s), at all participating landowner's occupied building(s), and the nearest property line.
- A comparison of calculated sound pressure levels from the WECF with background sound pressure levels at the locations of concern.
- An estimate of the maximum total sound in the environment after the WECF is operational.
- All sound data and information provided by the wind turbine manufacturer.
- For Small WECFs*, the applicant shall provide a letter or report from the WECF manufacturer indicating compliance with sound standards of this ordinance as they relate to Small WECFs.

11. Shadow Flicker Assessment:

- The applicant shall provide a report estimating the area of shadow flicker from wind turbine(s). (Not applicable to Small WECFs).

12. Environmental and Wildlife Impact Assessment:

- The applicant shall provide a report assessing the impact of the proposed project on avian and non-avian wildlife, public safety, quality of life, culturally/historically significant areas, scenic areas, sedimentation, runoff and watershed. As part of these assessments the applicant shall consult the local chapter of the Audubon Society prior to application. (Not applicable to Small WECFs).

13. Waiver Requests and Supporting Documentation:

- The applicant shall provide all waiver requests along with supporting agreement documentation as required under the WECF Ordinance.

14. Fees:

- The permit application or amended permit application shall be accompanied with a fee in accordance with the Planning Board's fee schedule, as revised.

15. Other Information:

- Other relevant studies, reports, certifications and approvals as may be reasonably requested by the Planning Board to ensure compliance with the WECF Ordinance and the Zoning Ordinance.

16. Application Requirement Waivers:

- Upon written request, the Planning Board may waive one or more of the application requirements listed above if the Planning Board determines, in its discretion, that the information is not needed to consider a specific WECF."

Do Not Submit This Page – For Your Information Only
CITY OF WORCESTER CERTIFIED LIST OF ABUTTERS

Replace This Page with Certified List of Abutters
From Assessor's Office

List of Abutters: The Applicant shall provide a list of "parties of interest" which shall be attached to the application form and shall include the names and address of all abutters and abutters to abutters within three hundred (300) feet of the Applicant's property line. All such names and addresses shall be obtained from the most recent applicable tax list maintained by the City's Assessing Department. The Assessing Department shall certify the list of names and addresses.

MEETING WITH YOUR NEIGHBORS

While not required, it is recommended, when possible, that applicants meet with neighbors prior to the scheduled public hearing to discuss the proposed development. State law requires that direct abutters and abutters to direct abutters within a 300-foot radius of the site receive notification of the hearing. Those abutters will receive a brief notice in the mail from the Division of Planning and Regulatory Services indicating the date and time of the public hearing and the requested Special Permit. In some cases, abutters may have additional questions or concerns about the proposed development that are not answered by the legal notice they receive in the mail. Additionally, abutters may not be able to visit the Division of Planning and Regulatory Services office during business hours to view the actual petition and plan.

Do Not Submit This Page – For Your Information Only

The City of Worcester, by this document, does not provide legal advice.
Questions about Special Permits should be directed to your legal counsel.

IF YOUR SPECIAL PERMIT PETITION IS APPROVED, OBTAIN A CERTIFIED COPY OF THE APPROVED DECISION FROM THE CITY CLERK’S OFFICE AND RECORD THE DECISION AT THE REGISTRY OF DEEDS.

Special Permit Decisions: Final decisions are typically signed at the next scheduled Board Meeting and filed the following day with the City Clerk. Typically, if there is no appeal of the decision after twenty days (20) has elapsed from the date the decision was filed with the City Clerk’s office, the applicant may obtain a properly certified copy of the approved decision from the City Clerk (Massachusetts General Law, Chapter 40A, Section 11).

City Clerk, City Hall
455 Main Street -Second Floor, Room 206
508-799-1121
Monday 8:45am - 5:00pm
Tuesday - Friday 8:45am - 4:15pm
www.worcesterma.gov

Recording Special Permit(s): Upon obtaining a properly certified copy of the approved decision, the applicant must bring the same copy to the Worcester District Registry of Deeds and have the decision recorded (Massachusetts General Law, Chapter 40A, Section 11).

Worcester District Registry of Deeds
City Square
90 Front Street, Level 2
(508) 799-1121
Recording Hours: Monday – Friday 9 am to 4 pm
Closed on State or Federal Holidays
www.worcesterdeeds.com

Lapse of Special Permit(s): Per the City of Worcester Zoning Ordinance, Article II, § 9 (D)(5): If the activity authorized by a special permit granted by the ZBA or SPGA is not initiated within one (1) year of the date of grant of such special permit except in the case of phased construction as approved by the ZBA or SPGA and/or if the activity is not completed within two (2) years, then the special permit shall lapse unless the Director of Code Enforcement makes a determination that failure to complete was for good cause. Otherwise, after a lapse, the special permit may be re-established only after notice and a new hearing pursuant to this Ordinance (Massachusetts General Law, Chapter 40A, Section 11).

YOUR DECISION MUST BE RECORDED PRIOR TO USE OF APPROVED SPECIAL PERMIT

For more information about the rules and regulations of City of Worcester Boards and Commissions:

1. The City of Worcester Zoning Ordinance and City of Worcester Zoning Map are available online at www.worcesterma.gov. Click on the “City Clerk” option. Then click on “Ordinances and Regulations” and select the appropriate file.
2. Copies of the City of Worcester Zoning Ordinance or Board Rules and Regulations can also be purchased at the City Clerk’s office, 2nd floor of City Hall.
3. For more information about M.G.L. Chapter 40A, Zoning: <http://www.mass.gov/legis/laws/mgl/index.htm>