



SPECIAL PERMIT CHECKLIST

CITY OF WORCESTER ZONING BOARD OF APPEALS
 455 Main Street, Room 404, Worcester, MA 01608
 Phone 508-799-1400 ext. 31440 - Fax 508-799-1406

STEP 1: PROVIDE THE FOLLOWING ITEMS, 1 DIGITAL COPY IN PDF FORMAT VIA EMAIL TO PLANNING@WORCESTERMA.GOV AND CONFIRM WITH STAFF BEFORE SUBMISSION OF 1 PHYSICAL COPY BY HAND DELIVERY OR MAIL:

- Application** with original signatures by all petitioners/owners; if you are not the owner of subject property, it is recommended that you provide supporting information such as a lease or a purchase and sale agreement that shows your interest in the property
- Zoning Determination Form** obtained from the Inspectional Services Division (email inspections@worcesterma.gov or call 508 – 799 – 1198 for more information)
- A **Certified Abutters List(s)** issued within 3 months of this application’s filing date which includes all properties affected and includes any contiguous, commonly owned property(s). This can be obtained from the Assessor’s Office and includes all abutters and abutters to abutters within 300’ of the edge of the land owner’s property.
Note: if the property(s) is within 300 ft. of another town an abutters list from that town may be required
- If the applicant is NOT the Owner, the **Owner(s) Authorization** for the applicant to apply is attached (page 4)
- Certification of Tax/Revenue Collection Compliance** - All current 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 (page 11)
- Site Plan** showing the full project scope and all elements listed on page 12 of this application, stamped and signed by all applicable professionals
- Architectural drawings or renderings** showing exterior elevation, height in feet and stories, exterior materials for all structures, and corresponding floor plans stamped and signed by all applicable professionals
- Traffic Study**, if necessary based on expected traffic generation (*contact staff to confirm*)

Note: Any application items not produced electronically, such as hand-drawn plans or schematics, handwritten applications, or other materials created prior to March 2013 that are not available to the applicant in electronic format, are not required to be submitted electronically.

STEP 2: ONCE STAFF CONFIRMS VIA EMAIL REPLY THAT YOUR APPLICATION IS COMPLETE, SUBMIT THE FOLLOWING TO DPRS:

- A. Two Sets of Stamped **Envelopes** with Assessor’s Address Labels for abutters and applicant.
 - Request two (2) sets of Assessor’s Address Labels (listing all abutters and abutters to abutters) from the Assessor’s Office (2nd floor, City Hall)-prepared for a fee
 - Create two (2) separate sets of stamped envelopes with Assessor’s labels.
 - Include two stamped, addressed envelopes for each applicant.
 - The return address on the envelopes should be: City of Worcester, Division of Planning and Regulatory Services; 455 Main Street, Room 404; Worcester, MA 01608
 - These envelopes will be used to send notices of the public hearing and outcome.
- B. **Appropriate fee.** Please make checks payable to the City of Worcester and list your project number on the memo line. Please confirm amount with staff prior to submission.



SPECIAL PERMIT APPLICATION

CITY OF WORCESTER ZONING BOARD OF APPEALS

455 Main Street, Room 404, Worcester, MA 01608
Phone 508-799-1400 ext. 31440 - Fax 508-799-1406

TYPE OF SPECIAL PERMIT (check the Special Permit you are requesting and answer only the associated supplementary questions on page 8-12)

- 1. Extension, Alteration or Change of a Privileged Pre-existing, Nonconforming Structure and/ or Use (Article XVI, Section 4)
- 2. Residential Use allowed only by Special Permit (Article IV, Section 2, Table 4.1)
- 3. Non-Residential Use allowed only by Special Permit (Article IV, Section 2, Table 4.1)
- 4. Non-Residential Use allowed only by Special Permit – Self Storage Facility (Article IV, Section 2, Table 4.1)
- 5. Residential Conversion (Article IV, Section 9)
- 6. Placement of Fill/Earth Excavation (Article IV, Section 5)
- 7. Modification of Parking/Loading Requirements and/or Landscaping and Layout Requirements for Parking/Loading (Article IV, Section 7)
- 8. Other Special Permit (Describe Special Permit sought):

1. Property Information

- a. 99 Stafford Street
Address(es) – please list all addresses the subject property is known by
- b. 15-029-00001
Parcel ID or Map-Block-Lot (MBL) Number
- c. Worcester District Registry of Deeds, Book 52657 Page 374
Current Owner(s) Recorded Deed/Title Reference(s)
- d. ML-2.0
Zoning District and all Zoning Overlay Districts (if any)

The property is approximately 2.44 acres in size and currently contains a Walgreens pharmacy building with a drive-through, surface parking and limited landscaping. Please see Statement in Support.

- e. Describe what is presently located on the property (Use as much detail as possible including all uses and square footage of each use; attached separate narrative if necessary):

f. N/A

If residential, describe how many bedrooms are pre-existing and proposed

2. Applicant Information

a. Chick-fil-A, Inc., Attn: Joshua Lee Smith, Esq.

Name(s)

b. 5200 Buffington Road, Atlanta, GA 30349

Mailing Address(es)

c. jsmith@bowditch.com; (508)-926-3464

Email and Phone Number(s)

d. Developer/Lessee

Interest in Property (e.g., Lessee, Purchaser, etc.)

I certify that I am requesting the Worcester Zoning Board of Appeals to grant the Special Permit as described below

Chick-fil-A, Inc.,

Signed by: Scott D. Patman, Scott D. Patman, Authorized Signatory
(Signature)

3. Owner of Record Information (if different from Applicant)

a. Stafford Street Worcester LLC

Name(s)

b. 5 Glen Oak Drive, Wayland, MA 01778

Mailing Address(es)

d. jsmith@bowditch.com; (508)-926-3464

Email and Phone Number

4. Representative Information

a. Joshua Lee Smith, Esq.

Name(s)

b. 

Signature(s)

c. Bowditch & Dewey, LLP, 311 Main Street, Worcester, MA 01608

Mailing Address(es)

d. jsmith@bowditch.com; (508)-926-3464

Email and Phone Number

e. Attorney for Applicant

Relation to Project (Architect/Attorney/Engineer/Contractor, etc.)

5. Owner Authorization

Authorization I, Stafford Street Worcester LLC, Owner of Record of the property listed with the Assessing Division of the City of Worcester, Massachusetts as Map 15 Block 029 Lot(s) 00001, do hereby authorize Chick-fil-A, Inc. & Bowditch & Dewey, LLP to file this application with the Division of Planning & Regulatory Services of the City of Worcester on this the 24th day of September, 2024.

David Insoft

DocuSigned by:
David Insoft
2C00B7AA27A6448...

9/21/2024

6. Proposal (attach a separate narrative if necessary)

a. The Applicant seeks to raze and remove the existing building and to construct and develop an approximately 5,331 SF new fast food restaurant building, two-lane drive-through, outdoor dining area, enhanced landscaping and other site improvements.

The applicant seeks to (Describe what you want to do on the property in as much detail as possible)

b. Article IV, Section 2, Table 4.1 business uses(6) - Food Service with drive-through - Special Permit by ZBA

Such a use is permitted only by the City of Worcester Zoning Ordinance under Article (Insert Article, Section (s) of the Zoning Ordinance which permits the proposed used of the property.

c. Unknown.

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)

d. No.

Have you applied for or are you aware if other applicants have applied for a Building Permit for this site and been refused for non-compliance with the Zoning Ordinance (e.g. a cease and desist order has been issued)?

e. Please see Statement in Support.

List any additional information relevant to the Special Permit (s)

SPECIAL PERMIT FINDINGS OF FACT

In the spaces below explain how the adverse effects of the proposed use will not outweigh its beneficial impacts to the City with respect to each of the following considerations per Article II, Section 6(A)(2) of the Zoning Ordinance. (Attach additional supporting documentation as necessary.)

1. Social, economic or community needs that are served by the proposal:

Please see Statement in Support.

2. Traffic flow and safety, including access, parking and loading areas:

Please see Statement in Support.

3. Adequacy of utilities and other public services:

Please see Statement in Support.

4. Neighborhood character and social structure:

Please see Statement in Support.

5. Impacts on the natural environment:

Please see Statement in Support.

6. Potential fiscal impact, including city services needed, tax base, and employment:

Please see Statement in Support.

SUPPLEMENTARY QUESTIONS FOR SPECIAL PERMITS

Complete the requested information for the Special Permit requested. Attach additional documentation as necessary. Only complete the sections which pertain to the Special Permit (s) you are applying for.

**1a. Extension, Alteration or Change of a Privileged Pre-existing, Nonconforming Structure
(Article XVI, Section 4)**

1. Describe what is currently nonconforming about this structure (list specific dimensional nonconformities)

2. Indicate how long the nonconforming aspects of the structure have been in existence:

3. At the time of construction, did the structure meet applicable zoning requirements? (Check with the zoning ordinance, as amended, that would have been in effect at the time of construction. Past zoning ordinances are available for research at the City Clerk's office. Past zoning maps are available at the Division of Planning and Regulatory Services)

4. Describe the proposed extension, alteration or change:

5. Indicate the total square footage of any physical expansion:

6. Indicate the number of off-street parking spaces currently provided and to be provided for the proposed structure as extended, altered or changed: Note: In residential districts, the use as extended, altered or changed shall meet the off-street parking requirements of the zoning ordinance.

7. Explain how the structure as extended, altered or changed will not be substantially more detrimental to the neighborhood than the existing structure:

**1b. Extension, Alteration or Change of a Privileged Pre-existing, Nonconforming Use
(Article XVI, Section 4)**

1. Describe what is currently nonconforming about this use:

2. Indicate how long the nonconforming use has been in existence? What year did the use begin? (Check with the zoning ordinance, as amended, that would have been in effect at the time of construction. Past zoning ordinances are available for research at the City Clerk's office. Past zoning maps are available at the Division of Planning and Regulatory Services)

3. At the time the use was initiated, was the use allowed under the then applicable Zoning Ordinance?

4. Describe the proposed extension, alteration or change of use:

5. Indicate the total square footage to be utilized for the proposed use:

6. Indicate the number of off-street parking spaces currently provided and to be provided for the proposed use: Note: In residential districts, the use as extended, altered or changed shall meet the off-street parking requirements of the zoning ordinance.

7. Explain how the use as extended, altered or changed will not be substantially more detrimental to the neighborhood than the existing structure:

**2. Residential Use allowed only by Special Permit in a particular zoning district
(Article IV, Section 2, Table 4.1)**

1. Describe the proposed residential use:

2. Total number of dwelling units proposed, number of bedrooms per unit, and square footage of units:

3. Number and dimensions of off-street parking spaces to be provided and location (garage, driveway). Off-street parking spaces must be located outside of the front yard and exterior side yard setbacks.

**3. Non-Residential Use allowed only by Special Permit
(Article IV, Section 2, Table 4.1)**

1. Describe the proposed use (include description of business, proposed hours of operation, and number of employees)

The Applicant seeks to raze and remove the existing building and to construct and develop an approximately 5,331 square foot fast food restaurant building, two-lane drive through, outdoor dining area, enhanced landscaping and other site improvements. Please see Statement in Support.

2. Total square footage of proposed use:

5,331 square feet.

3. Number of off-street parking spaces to be provided. Indicate location of those parking spaces: garage, parking lot, parking spaces on a different lot provided through the same ownership and/or leased spaces (a 5-year minimum lease with renewal options must be provided) within 1,000 feet of the use it will serve.

77 total off-street parking spaces are proposed for the Project with safe, efficient and direct access to the building.

4. For a proposed animal hospital, animal clinic, pet shop or animal shelter, per Article IV, Section 2, Notes to Table 4.1, Note 4, indicate the location of any animal runs if a residential zoning district is within 200 feet of the subject property.

5. For a proposed Bed and Breakfast use, provide additional documentation per Article IV, Section 11.

6. For a proposed Adult Entertainment use, provide additional documentation per Article IV, Section 10.

7. For a proposed Limited Residential Hospice House, provide additional documentation per Article IV, Section 2, Notes to Table 4.1, Note 10.

8. For a proposed non-accessory parking lot or a motor vehicle display lot, provide additional documentation showing compliance with Article IV, Section 7B.

**4. Non-Residential Use allowed only by Special Permit – Self Storage
(Article IV, Section 2, Table 4.1)**

1. Provide information that demand for self-storage exists both locally in proximity to the proposed site as well as overall in the city as demonstrated by a current market assessment

2. What conditions make the site poorly suited for other permitted uses?

3. Can adequate access can be provided without adversely affecting neighboring uses or the public realm?

4. Will structures with architectural or historical integrity will be appropriately preserved or improved, and that no such structures have been demolished within the past five (5) years to prepare the site for redevelopment?

**5. Residential Conversion
(Article IV, Section 9)**

1. Total number of existing units/Total number of proposed units:

2. Will the external appearance of the structure remain unchanged except for new doors, windows, fire escapes, and stairways?

3. Number of off-street parking spaces to be provided (If new parking is being created, the applicant(s) may need to seek a Special Permit for extension, alteration or change of a pre-existing, nonconforming structure if existing structure does not meet current zoning dimensional requirements. If additional parking cannot be provided for new dwelling unit(s), the proposed conversion may also require a Variance or Special Permit from off-street parking requirements):

4. Which dimensional requirements/setbacks are you seeking relief by the Special Permit?

**6. Placement of Fill/Earth Excavation
(Article IV, Section 5)**

1. Indicate whether the Special Permit is for Placement of Fill or Earth Excavation:

2. Attach documentation showing proposed measures to protect pedestrians and vehicles.

3. Provide a proposed timeline for completion of placement of fill.

4. Attach documentation from the Director of Public Health and the Conservation Commission as outlined in the City of Worcester Zoning Ordinance Article IV, Section 5.

5. Attach a site plan with all required information in support of the application per the City of Worcester Zoning Ordinance Article IV, Section 5.

**7. Modification of Parking/Loading Requirements and/or Landscaping and Layout Requirements for
Parking/Loading
(Article IV, Section 7)**

1. Indicate what relief is being sought under the Special Permit:
 - Relief from Note 5(c) of Table 4.4 (to the extent required)
 - Relief from Note 6 of Table 4.4 (Number of interior trees)

2. If applicable, indicate locations, square footages, and dimensions of relief sought under the Special Permit:

3. If applicable, provide number of parking/loading spaces required and relief requested through the Special Permit:

8. Other Special Permits

1. Describe Special Permit sought and provide relevant details on the plan of land and rendering. Provide square footage and height of any structures and indicate percentage of lot structure will occupy:

