



# Town of Williamsburg

Massachusetts

DEPARTMENT OF BUILDING INSPECTIONS  
212 Main Street • Municipal Building  
Northampton, MA 01060



## ACCESSORY STRUCTURE PERMIT APPLICATION

(For Sheds and Freestanding Decks less than 200 sq. ft.)

Permit Fee: \$25.00      Check # \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO THE TOWN OF WILLIAMSBURG**

PLEASE TYPE OR PRINT ALL INFORMATION

1. Name of Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
2. Owner of Property: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
3. Status of Applicant: \_\_\_\_ Owner \_\_\_\_ Contractor
4. Structure Location: \_\_\_\_\_
5. \_\_\_\_\_  
Parcel ID: Zoning Map # \_\_\_\_\_ Parcel # \_\_\_\_\_ District(s) \_\_\_\_\_  
(TO BE FILLED IN BY THE BUILDING DEPARTMENT)
6. Use of Property: Single or Two Family: \_\_\_\_\_ Multifamily: \_\_\_\_\_ Commercial: \_\_\_\_\_
7. Description of Proposed Structure:  
One Story Shed under 150 sq. ft.: \_\_\_\_\_ Freestanding Deck under 150 sq. ft., less than 30" above grade: \_\_\_\_\_  
Other (describe): \_\_\_\_\_
8. Attached Plans: Sketch Plan \_\_\_\_\_ Site Plan \_\_\_\_\_ Plot Plan \_\_\_\_\_
9. Does the site contain a brook, body of water or wetlands? NO \_\_\_\_\_ DON'T KNOW \_\_\_\_\_ YES \_\_\_\_\_  
IF YES: Has a permit been, or need to be, obtained from the Conservation Commission?  
Needs to be obtained \_\_\_\_\_ Obtained \_\_\_\_\_, Date issued \_\_\_\_\_

**NOTE: A PLOT PLAN MUST BE INCLUDED WITH THE APPLICATION. A SKETCH PLAN IS SUFFICIENT.**

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10. **ALL INFORMATION MUST BE COMPLETED; PERMIT CAN BE DENIED DUE TO LACK OF INFORMATION.**

This column to be filled in by  
the Building Department.

	Existing	Proposed	Required by Zoning
Lot Size			
Frontage	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Setbacks:	Front:		
	Side:	L: R:	L: R:
	Rear:		
Height			
% Open Space: (Village 50%, Rural 75% min)			

11. **Certification: I hereby certify that the information contained herein is true and accurate to the best of my knowledge.**

DATE: \_\_\_\_\_ APPLICANT'S SIGNATURE \_\_\_\_\_

**NOTE:** Issuance of a permit does not relieve an applicant's burden to comply with all zoning requirements and obtain all required permits from the Conservation Commission, Department of Public Works and other applicable permit granting authorities.

*Williamsburg Zoning Bylaw, section 9.2 Accessory structures*

*a. A maximum of two (2) accessory structures to a principal use which separately do not exceed 150 square feet in area or twelve (12) feet in height may be located within the side and rear setback area to a distance no closer than four (4) feet from the property line, however such structures may not be located within thirty (30) feet of a dwelling unit on an abutting building lot. These structures may not be used for human habitation, housing animals, or the storage of hazardous materials or manure.*

*b. Accessory structures to a principal use shall not have a total aggregate square footage exceeding 1,500 square feet unless a special permit has been issued by the Zoning Board of Appeals. This shall not apply to agricultural uses as defined by MGL Sec. 40A*