



Nantucket Planning Board

Planning Board Driveway Access Special Permit Checklist

- Planning Board Special Permit abutters list – to be obtained at the Tax Assessor’s office
 - Completed application form entitled “Application to the Planning Board for a Special Permit”
 - Application fee of \$250.00 payable to Town of Nantucket
 - Abutters fee of \$6.80 per abutters payable to Pitney Bowes Reserved Funds
 - Four (4) sets of mailing labels with each abutter’s name and address
 - 1” x 2 5/8” size, typed labels, are preferred
 - duplicate labels are not necessary if the same owner is listed for more than one abutting property
 - Sixteen (16) scaled site plans indicating all structures located on the site, the driveway access and parking area with dimensions marked, and a north arrow
 - Completed application form
 - Town Clerk’s stamp
 - PDF of the complete application emailed to cancero@nantucket-ma.gov
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Multi-Family Dwelling Special Permit Checklist

- Planning Board Special Permit abutters list-to be obtained at the Tax Assessor’s office;
- Completed application form entitled “Application to the Planning Board for a Special Permit”;
- Application fee of \$250.00 make check payable to Town of Nantucket
- Abutters fee of \$6.80 per abutter make check payable to Pitney Bowes Reserved Funds
- Four (4) sets of mailing labels with each abutter’s name and address
 - 1” x 2 5/8” size, typed labels, are preferred
 - duplicate labels are not necessary if the same owner is listed for more than one abutting property
- Sixteen (16) scaled site plans conforming to the requirements of Zoning Bylaw section 139-23, Minor Site Plan Review. This Plan shall bear the stamp of a professional land surveyor and professional engineer when the design of drainage improvements or significant site grading is required.
- PDF of the complete application emailed to cancero@nantucket-ma.gov

Note: A maximum of four (4) dwelling units or a maximum of eight (8) bedrooms are allowed per lot. Multi-Family dwelling units shall be restricted to year-round occupancy and/or peak seasonal employee housing with enforcement rights granted to the Town of Nantucket. The applicant shall execute a covenant to this effect, with a recorded copy of the covenant being presented to the Planning Board prior to the issuance of any Building Permits.