



Application Cover Sheet

Cape Cod Commission
 3225 Main Street, PO Box 226
 Barnstable, MA 02630
 Tel: (508) 362-3828 • Fax: (508) 362-3136

For Commission Use Only	
Date Received:	_____
Fee (\$):	_____
Check No:	_____
File No:	_____

A Type of Application (check all that apply)

<input type="checkbox"/> Development of Regional Impact (DRI)	<input type="checkbox"/> Hardship Exemption	<input type="checkbox"/> Limited DRI Review
<input type="checkbox"/> Jurisdictional Determination	<input type="checkbox"/> DRI Exemption	<input type="checkbox"/> Request for Joint MEPA/DRI Review

B Project Information

Project Name: _____ Total Site Acreage: _____

Project/Property Location: _____ Zoning: _____

Brief Project Description:
 Include total square footage of proposed and existing development, gross floor area, number of lots existing or to be created, specific uses, description of existing conditions, as applicable (attach additional sheets if necessary).

C Owner(s) of Record

List the following information for all involved parcels. Provide copies of each Deed and Purchase and Sale Agreement and/or evidence of leasehold interest, if applicable, for all involved parcels. Proof of ownership/legal rights for Applicant(s) to proceed with the proposed development must be documented prior to the Commission deeming any application complete (attach additional sheets if necessary).

Map/Parcel	Owner's Name	Lot & Plan	Land Court Certificate of Title #	Registry of Deeds Book/Page #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

There **ARE/ARE NOT** (circle one) court claims, pending or completed, involving this property (if yes, please attach relevant information).

D Certification

I hereby certify that all information provided on this application form and in the required attachments is true and accurate to the best of my knowledge. I agree to notify the Cape Cod Commission of any changes on the information provided in this application, in writing, as soon as is practicable. I understand failure to provide the required information and any fees may result in a procedural denial of my project.

NOTE: For wireless communication facilities, a licensed carrier should be either an applicant or a co-applicant.

APPLICANT	Applicant(s) Name: _____ Tel: _____ Fax: _____
	Address: _____
	Signature: _____ Date: _____

CO-APPLICANT	Co-Applicant(s) Name: _____ Tel: _____ Fax: _____
	Address: _____
	Signature: _____ Date: _____

CONTACT	Contact: _____ Tel: _____ Fax: _____
	Address: _____
	Signature: _____ Date: _____

PROPERTY OWNER	Property Owner: _____ Tel: _____ Fax: _____
	Address: _____
	Signature: _____ Date: _____

BILLABLE ENTITY	Name: _____ Tel: _____ Fax: _____
	Address: _____

REQUIRED FILING MATERIALS

The following must be attached to the Application Form at the time of its filing:

- Certified List of Abutters (required for all application types except Attachment 5, Jurisdictional Determination). A list of abutting property owners within 300 feet of the boundaries of the development site and their addresses. Include both local and off-Cape addresses when applicable.
 - This list **must** be formatted in three columns consistent with the Standard Label Format designed to print on Avery Labels #5160.
 - List must be certified by the Town Assessor's office. Note: Assessor's offices may take up to 10 days to certify an abutter's list.
 - If there are more than 50 abutters, applicants must provide **three sets** of the certified list on self-adhesive labels.
- Required Filing Fee. Please calculate according to the Schedule of Fees (see Enabling Regulations, Section 14). Please make check payable to **BARNSTABLE COUNTY TREASURER**.
- An 8 1/2"x 11" copy of the U.S.G.S. quadrangle map of the area, containing sufficient information for the Commission to locate the site of the proposed development.
- Development Plans. File as required for each application type you are making. See list of Attachment(s) below for specific instructions.
- Permits or Actions. List of local, state, or federal agencies or boards from which a permit or other actions have, will, or may need to be sought. Include agency/board name, type of permit, date filed, and file number. If one of the listed permits or actions requires the filing of an Environmental Notification Form under the Massachusetts Environmental Policy Act (MEPA), please contact the Commission's Chief Regulatory Officer to discuss the potential for joint Commission and MEPA review. For information on MEPA regulations contact the Executive Office of Energy and Environmental Affairs, MEPA Unit, at (617) 626-1020. Please attach all relevant MEPA documents and describe the status of the MEPA filing.

Applicants must also submit the necessary attachment(s) based on the type of application(s) being made:

- Attachment 1: DRI Application Filing Procedures & Requirements
- Attachment 2: DRI Exemption Application Filing Procedures & Requirements
- Attachment 3: Hardship Exemption Application Filing Procedures & Requirements
- Attachment 4: Limited DRI Review Application Filing Procedures & Requirements
- Attachment 5: Jurisdictional Determination Application Filing Procedures & Requirements
- Attachment 6: Joint MEPA/DRI Review Application