

FORM A: ZBA GENERAL APPLICATION

FORM A: ZBA GENERAL APPLICATION – page 1 of 3

Town of Middleton Zoning Board of Appeals

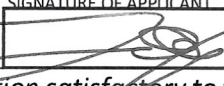

Please refer to Section 9.0 of the Zoning Bylaws for authority and requirements. Instructions for filing can be found under Section 260-4 of Town Code.

A complete application includes the following applicable forms:

- ☒ SITE PLAN APPROVAL..... (FORM A1)
- ☒ SPECIAL PERMIT(S)..... (FORM A2)
- ☐ VARIANCE..... (FORM A3)
- ☐ APPEAL..... (FORM A4)

DATE: 11/18/2025

The forms on the left are required in addition to this **Form A General Application** for each type of relief applied for.

PRINT ADDRESS OF SUBJECT PROPERTY 49 S. Main St.		BOOK/PAGE 10741-196	ZONING DISTRICT Business B
		ASSESSOR'S MAP/LOT # 25/65	
PRINT NAME OF APPLICANT* Villebridge Acquisitions LLC		SIGNATURE OF APPLICANT 	
<i>* If applicant is not the owner of record, authorization satisfactory to the Board of Appeals, to act on behalf of the owner must accompany this application.</i>			
APPLICANT ADDRESS 1150 Great Plain Ave # 920056 Needham, MA 02492		APPLICANT PHONE 617 - 418 - 3575	APPLICANT EMAIL lars@villebridge.com
Briefly state the reason for the application below. Add full memorandum describing application as an attachment to application. Amendment of prior Decision (Permit Number-1177), dated 3/11/25, to provide for a playground area supporting an as-of-right daycare use, adjust building footprint and areas, adjust parking layout, and other adjustments shown on the plans, and establishing interim Phase 1 and final Phase 2 site conditions. There are no changes to traffic, septic, stormwater management, or architectural design for the project. See Project Narrative and Exhibit A - Amended Site Plans for more information.			
List the name, mailing address, phone, and email of each attorney, agent, engineer, or other representative of the applicant:			
NAME	ADDRESS	PHONE	EMAIL
John Smolak, Smolak & Vaughan LLP	120 Water St, Suite 406, North Andover, MA 01845	(978) 327-5215	jsmolak@smolakvaughan.com
DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY			
TOWN CLERK DATE STAMP BELOW <div style="border: 1px solid black; width: 200px; height: 100px; margin: 10px auto;"></div> TOWN CLERK		APPLICATION # 1204  BUILDING COMMISSIONER 11/17/25 DATE Applications will not be accepted unless signed by Building Commissioner	

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Provide the information below for commercial, industrial, and multi-family special permit/site plan/variance applications:

	Existing	Allowed/Required	Proposed
Gross* Floor Area (sq ft)			
Net** Floor Area for Use Proposed (sq ft)			
Gross # Off-Street Parking Spaces			
Open Space (% of Lot Area)			
# of customers/day			
# of employees			
Hours of operation			
Days of operation			
Hours of deliveries			
Frequency of deliveries	Daily <input type="checkbox"/>	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>
			Other _____

Provide the information below for any new building construction:

	Existing	Allowed/Required	Proposed
Lot Area (sq. ft.)			
Open Space (% of Lot Area)			
Building Height (ft)			
Front Setback (ft)			
Side Setback (ft)			
2 nd Side Setback (ft)			
Rear Setback (ft)			
Lot Coverage by Buildings (% of Lot Area)			

* Gross Floor Area: Sum of floor areas of all spaces within building

** Net Floor Area: Area actually usable by the tenant

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Applicants shall fill out the checklist below to help ensure all required materials have been submitted as part of the application.

ZBA APPLICATION CHECKLIST	
<i>Note: The ZBA may deny any incomplete and inaccurate application, petition, or appeal and notify the Town Clerk and appellant of such denial.</i>	
<input type="checkbox"/>	Completed application and required sub-forms, signed by the Building Commissioner, and filed on Town's permitting portal
<input type="checkbox"/>	Certified Abutter's List
<input type="checkbox"/>	Appropriate fee; checks should be made payable to the Town of Middleton
<input type="checkbox"/>	Parties-In-Interest Notification & Decision Materials per Section 260-4.B of ZBA Rules
<input type="checkbox"/>	Deed showing the recorded owner of the property, a purchase and sale agreement, or proof of permission from owner to apply if the applicant is not the owner
<input type="checkbox"/>	Project Narrative: a thorough description of the existing conditions and/or use; the proposed changes; justification of the proposal; and any other relevant information that the board may need in reviewing the application
<input type="checkbox"/>	Stormwater Management Plan and/or Traffic Study under Section 260.4.B
<input type="checkbox"/>	Site plans according to Section 260.4.B(2)(b) prepared by a registered professional engineer, land surveyor, architect, as appropriate; or if no site plan changes are proposed, a copy of most recently approved site plan for the property. Site plans shall be scaled 1 in=20 ft for 24' x 36" sheets; however, only submit 17" x 11" hard copies of plans. Site Plans shall include the Sheets specified under Section 260.4.b(2)(b) as follows: <ul style="list-style-type: none"> <input type="checkbox"/> Existing Conditions Plan <input type="checkbox"/> Proposed Site Plan <input type="checkbox"/> Elevation Plans <input type="checkbox"/> Floor Plans <input type="checkbox"/> Landscaping Plan <input type="checkbox"/> Outdoor Lighting Plan
<input type="checkbox"/>	A complete application shall be filed on the Town's permitting portal. The petitioner shall file nine (9) printed copies, including one copy with original signatures (all included plans shall be no larger than 11" x 17"), and one (1) copy on a flash memory device or an emailed copy of each complete application with the Planning Office; however, if a Stormwater Management Plan or Traffic Study is required for a project, only two (2) printed copies as well as digital copies of each shall be required as part of the printed application package. Staff will file one copy of the application package with the Town Clerk and one copy will be kept for the file.
Waivers	
<input type="checkbox"/>	Waiver request(s) with explanations for any of the required items found above

FORM A1: SITE PLAN REVIEW

FORM A1: SITE PLAN REVIEW CRITERIA

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This form must be submitted with the application for each SITE PLAN APPROVAL – only for uses that do not also require a special permit. If one or more special permit(s) are also required and the appropriate special permit forms are submitted with the application, there is no need to submit a separate form for Site Plan Review.

Middleton Zoning Bylaw Section 9.5.11 Criteria: Approval. Site plan approval shall be granted upon determination by the Board that the plan meets the following objectives. The Board may impose reasonable conditions at the expense of the applicant, including performance guarantees, to promote these objectives.

[Applicant shall explain how the proposal will meet all the criteria below in the spaces provided]

1. Explain how the site plan complies with the requirements for parking and loading spaces, for lot size, frontage, yards and heights and coverage of buildings, and all other provisions of these bylaws.

2. Explain how the site plan, including the relation of driveway openings to street traffic, is designed for safe and convenient vehicular and pedestrian movement.

3. Explain how the location and number of parking and loading spaces in relation to the proposed uses are adequate for the proposed project.

4. Explain how the arrangement of the proposed buildings, structures, freestanding and attached signs, screening, and landscaping is appropriate for the proposed project.

5. Explain how the proposed design of waste disposal, surface and subsurface drainage, and lighting is adequate for the site.