



# TOWN OF MEDFIELD

Office of the

## PLANNING BOARD

TOWN HOUSE, 459 MAIN STREET  
MEDFIELD, MASSACHUSETTS 02052-2009

(508) 906-3027  
(508) 359- 6182 Fax

### CHANGE OF USE DETERMINATION BY THE PLANNING BOARD FOR NONRESIDENTIAL USES

**§ 300-14.12. Site plan approval by Planning Board.**

A. No building, except a single-family dwelling, shall be constructed or expanded in ground area, no residential use shall be changed to a nonresidential use, and **no nonresidential use shall be changed to another, substantially different, nonresidential use except in conformance with this § 300-14.12. For the purposes of the preceding sentence, it shall be the Planning Board which makes the determination whether a proposed nonresidential use is substantially different from the existing nonresidential use.**

**PROPOSED USE/BUSINESS NAME:** \_\_\_\_\_

***PLEASE PROVIDE THE FOLLOWING INFORMATION:***

Applicant name:	
Contact info (email address, phone number):	
Location and unit number:	
Prior use of space:	
Hours of operation:	
Number of employees (including owner/manager etc.):	
Total number of parking spaces for the site & Number of parking spaces dedicated to your unit:	
Is that adequate for owner, employees and customers?	
Are any exterior renovations proposed?	
Are any interior renovations proposed?	
What is the noise that is generally associated with your proposed use? Would it disrupt neighboring units?	
Do you anticipate that your use or ancillary traffic or deliveries will impact any surrounding neighborhoods?	
Do you have existing signage locations on the building or free standing sign?	
Do you need other approvals (i.e. ZBA, Board of Health or Board of Water & Sewerage)	