



# NATICK, MASSACHUSETTS

## COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

### FAMILY SUITE REVIEW CHECKLIST

**FAMILY SUITE ACCESSORY APARTMENT STANDARDS:** Natick Zoning By-law Section IV-B - footnote aa

*Check all that apply*

i.	The family suite shall be subordinate in size to the primary dwelling unit.
ii.	The family suite shall be constructed in a manner that maintains the appearance of a single-family dwelling.
iii.	The family suite and the primary dwelling unit shall be fully integrated and shall be contiguous with each other.
iv.	The Family Suite may share living areas within the single-family dwelling with the primary dwelling unit.
v.	The family suite and the primary dwelling unit shall share utilities.
vi.	The size of the family suite shall not exceed 25% of the area of the primary dwelling unit but shall not be larger than 700 square feet (calculation not to include common areas).
vii.	The family suite shall be limited to one bedroom.
viii.	The family suite shall be limited to a galley kitchen with minimal amenities.
ix.	The family suite shall share a front entry and mail address with the primary dwelling unit, although a separate side or rear door may be permitted.
x.	Parking shall be as required by Section V-D.3.a of this By-Law and the units shall be accessed by the same driveway.
xi.	All dimensional zoning requirements shall be met except that if the existing primary dwelling unit does not conform to all dimensional zoning requirements, the family suite may be approved so long as the family suite will not increase the primary dwelling unit's pre-existing nonconformity with dimensional zoning requirements. (Art. 40, A.T.M. 4/11/06)
xii.	The design must allow for the future conversion of the Suite to an addition to the single-family dwelling. The SPGA must review and approve the plans for such single family dwelling at the time that the family suite is included in the building.
xiii.	The SPGA shall specify by name(s) in its permit who is permitted to reside in the Family Suite. Any changes in occupancy shall require a modification or revision of the lease and a modification of the Special Permit which must be approved by the SPGA.
xiv.	The single-family dwelling owner(s) shall covenant to their abutters that they will not use the property as a two-family dwelling. This covenant shall be recorded at the Middlesex South Registry of Deeds and shall be indexed to the deed for the single-family dwelling.
xv.	The decision of the SPGA shall be recorded at the Middlesex South Registry of Deeds and a copy of the recorded decision shall be provided to the SPGA and the Building Department before an occupancy permit can be issued.

V. 5.2019

*Note: Under Massachusetts General Laws, Chapter 40, Section 57, the Department of Community and Economic Development may withhold permits and approvals in the event that an applicant has neglected to pay local taxes, fees, assessments or other municipal charges.*