

TOWN OF TOPSFIELD

SPECIAL PERMIT APPLICATION TO THE PLANNING BOARD FOR A TEMPORARY ACCESSORY APARTMENT

1. Applicant(s): (This application must be signed by all owners as identified in the deed attached to this application).

| <u>Name</u> | <u>Address</u> |
|-------------------|---------------------|
| Christine Elliott | 15 Perkins Circle |
| Shawn Elliott | Topsfield, MA 01983 |

 Deed attached

2. Property Address: 15 Perkins Circle
3. Registry of Deeds Title Reference: Book 121, Page 58
4. Attach list of all abutters within 300 feet of each lot line to whom notice of the application shall be given.
5. State the names and ages of all occupants of the main dwelling.

| <u>Name</u> | <u>Age</u> | <u>Name</u> | <u>Age</u> |
|-------------------|------------|-------------|------------|
| Christine Elliott | 53 | | |
| Shawn Elliott | 59 | | |
| Brady Elliott | 21 | | |

6. State the names and ages of all proposed occupants of the temporary accessory apartment.

| <u>Name</u> | <u>Age</u> | <u>Name</u> | <u>Age</u> |
|-------------------|------------|-------------|------------|
| James J. Flynn Jr | 80 | | |

7. State the identity of and the family or other relationship between the owner or occupant of the main dwelling and the owner or occupant of the Temporary Accessory Apartment upon which this application is based.

James Flynn is the father of Christine Elliott

8. State the reason for the Temporary Accessory Apartment. (Article VII § 7.03 of the bylaw requires that the primary purpose of the Temporary Accessory Apartment shall be to maximize privacy, dignity, and independent living among the occupants of the main dwelling and the Temporary Accessory Apartment).

 Amnesty requested.

The accessory apt. will allow James to continue to live independently with family in close proximity.

9. State estimated cost of all improvements to create the Temporary Accessory Apartment.

None

10. State whether improvements include structural work, and if so describe them.

None

11. State the description and frequency of the personal care assistance to be provided.



Daily Check-ins

12. State whether the occupant(s) of the Temporary Accessory Apartment will make any financial contribution to the applicants and if so explain in detail. (Article VII § 7.03 of the bylaw prohibits generating income as a primary purpose of the Temporary Accessory Apartment).


 Yes
 No

If yes, state amount, frequency and explain in detail.

13. Attach scaled drawings of the floor plan of the existing main dwelling and the proposed Temporary Accessory Apartment including elevations if exterior modifications are proposed.

 Floor plan attached
 Elevation attached

14. Attach written certification by the Board of Health that the sewage disposal system has sufficient capacity to accommodate the occupants of the Temporary Accessory Apartment.

 Board of Health certification attached

15. Identify the zoning district and present use of the subject property and the commencement date of that use.

By signing this application, all applicants verify that all purposes, procedures and requirements as set forth in the bylaw have been fulfilled and covenant that the use of the Temporary Accessory Apartment shall forthwith be discontinued upon termination as provided by the bylaw.

Dated: 7/12/2023

Christine Elliott
Sam W. Elliott

**PLANNING BOARD TRACKING SHEET
FOR TEMPORARY ACCESSORY APARTMENT**

Property Location: 15 Perkins Circle

Documents required by the bylaw to be attached hereto.

- ☒ Amnesty requested
- ☒ Filing fee paid
- ☒ Notice to abutters
- ☒ Deed
- ☒ Floor plan
- ☒ Elevations
- ☒ Board of Health certification
- ☒ Building permit
- ☒ Certificate of occupancy
- ☒ Title reference to recorded special permit
 & Book _____, Page _____
- ☒ Title reference to recorded termination notice
 & Book _____, Page _____
- ☒ Building Inspector confirmation of discontinuance

Zoning District: _____ Basis of use if not single-family zone: _____

Name of each owner residing in the main dwelling:

Christine S. Elliott Shawn W. Elliott

Name of each occupant of the Temporary Accessory Apartment.

James J. Flynn Jr.

Date of Denial of Special Permit setting forth the reason:

Date: _____

Reason: _____

Date of approval of special permit by planning board vote that each requirement of the bylaw has been met.

Date: _____

Termination Date: _____

Extended Termination Date: _____

PROPERTY ADDRESS: 15 PERKINS CIRCLE, TOPSFIELD, MA 01983



SO.ESSEX #106 Bk:41484 Pg:058
03/21/2023 10:33 AM DEED Pg 1/3
eRecorded

MASSACHUSETTS EXCISE TAX
Southern Essex District ROD
Date: 03/21/2023 10:33 AM
ID: 1569232 Doc# 20230321001060
Fee: \$4,012.80 Cons: \$880,000.00

QUITCLAIM DEED

We, Chad P. Stutz and Jillayne K. Stutz, a married couple and Janice Rinne, an unmarried person ("Grantors") of Topsfield, Essex County, Massachusetts for consideration paid and in full consideration of Eight Hundred Eighty Thousand and 00/100 Dollars (\$880,000.00) paid grant to Christine S. Elliott and Shawn W. Elliott, a married couple ("Grantees"), of 15 Perkins Circle, Topsfield, Essex County, Massachusetts, as tenants by the entirety

WITH QUITCLAIM COVENANTS

The land in said Topsfield, Essex County, Massachusetts, with the buildings thereon known as 15 Perkins Circle, Topsfield, on the Northwesterly side of Perkins Circle and shown as Lot 24 Lon plan "Winsor Forest August 28, 1971, John W. Parsons, Eng." and recorded with the Southern Essex Registry of Deeds, Plan Book 121, Plan 58, and more particularly described as follows:

SOUTHERLY: by Perkins Circle on three (3) courses, twenty-nine and 22/100 (29.22) feet, eighty-seven and 20/100 (87.20) feet and thirty-three and 91/100 (33.91) feet;

WESTERLY: by Land now or formerly of Town of Topsfield, two hundred seventy-one and 09/100 (271.09) feet;

NORTHERLY: by land now or formerly of Town of Topsfield, two hundred fifty-four and 30/100 (254.30) feet;

EASTERLY: by lot 26 L, as shown on said plan, two hundred ninety and 04/100 (290.04) feet.

Containing 54,184 square feet of land, more or less, according to said plan.

Said premises are subject to a ten-foot (10') drain easement, as shown on said plan and to utility easement set out in Book 4808, Page 94 with said registry.

Grantors hereby release all rights of homestead in the subject premises and confirm under the pains and penalties of perjury that no person is entitled to homestead rights in the property.

Meaning and intending to describe and convey the same Premises conveyed to the Grantors by Deed dated January 8, 2016 and recorded with the Southern Essex Registry of Deeds Book 34672 Page 2.

Executed as a sealed instrument on the date(s) set forth below,

Chad P. Stutz
CHAD P. STUTZ

Jillayne K. Stutz
JILLAYNE STUTZ

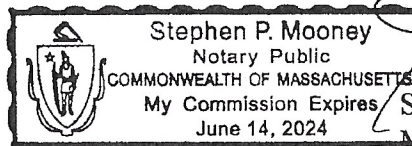
Janice A. Rinne
JANICE RINNE

Commonwealth of Massachusetts

Essex ss.

On this 9th day of March, 2023 before me, the undersigned notary public, personally appeared **Chad P. Stutz** who proved to me through satisfactory evidence of identification, which were ☒ Driver's License; ☐ State ID; ☐ Passport; ☐ Other Government Issued ID; ☐ Other, to be the person whose name is signed on the preceding or attached document, and he acknowledged to me that he signed it voluntarily for its stated purpose

[SEAL]



Stephen P. Mooney
Stephen P. Mooney, Notary Public
My Commission expires: June 14, 2024

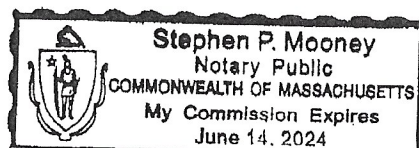
Commonwealth of Massachusetts

Essex ss.

On this 9th day of March 2023 before me, the undersigned notary public, personally appeared **Jillayne K. Stutz** who proved to me through satisfactory evidence of identification, which were ☒ Driver's License; ☐ State ID; ☐ Passport; ☐ Other Government Issued ID; ☐ Other, to be the person whose name is signed on the preceding or attached document, and she acknowledged to me that she signed it voluntarily for its stated purpose

[SEAL]

Stephen P. Mooney
Stephen P. Mooney, Notary Public
My Commission expires: June 14, 2024

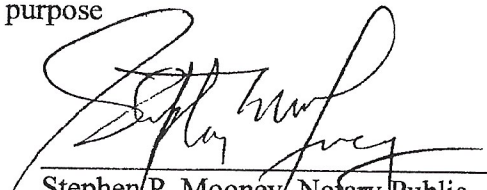


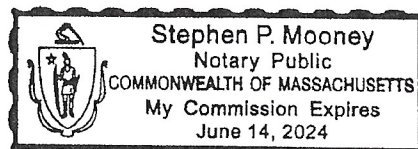
Commonwealth of Massachusetts

Essex ss.

On this 9th day of March 2023 before me, the undersigned notary public, personally appeared **Janice Rinne** who proved to me through satisfactory evidence of identification, which were ☒ Driver's License; ☐ State ID; ☐ Passport; ☐ Other Government Issued ID; ☐ Other, to be the person whose name is signed on the preceding or attached document, and she acknowledged to me that she signed it voluntarily for its stated purpose

[SEAL]


Stephen P. Mooney, Notary Public
My Commission expires: June 14, 2024





TOWN OF TOPSFIELD

BOARD OF ASSESSORS

8 West Common Street

Topsfield, Massachusetts 01983

Telephone: (978) 887-1514 Fax: (978) 887-1502

This form must be completed and Assessor fee of \$20.00 must be paid before release of the certified abutters list.

Submission Date **Tuesday, July 11, 2023** Issue Date **Wednesday, July 12, 2023**

Department requiring list: **Planning Board**

300 Ft. ☒ 100 Ft. ☐ (Conservation Only) ☐ Direct Abutters

Person/Party requesting list: **Christine Elliott**

Address: **15 Perkins Circle Topsfield, MA**

Phone #: **978.590.8695** Email Address **christineelliott2@gmail.com** Misc: _____


Property Owner: **Christine and Shawn Elliott**

Assessor's Map(s) **27** Lot(s) **16** Location **15 Perkins Circle**

Assessor's Fee Paid: ☒ Yes ☐ No

The Assessors' Office requires ten (10) working days to certify an Abutters List. This list is valid for sixty days only from date of issue.

Certified By:


Topsfield Assessors



Certification of Parties in Interest

The Board of Assessors of the Town of Topsfield do hereby certify, in accordance with the provisions of Section 10 and 11 of Chapter 808 of the Acts of 1975, that the following named persons, firms and corporations are parties in interest, as in said Section 11 defined, with respect to the premises herein above described.



300 feet Abutters List Report

Topsfield, MA
July 12, 2023



Subject Property:

Parcel Number: 27-16
CAMA Number: 27-16
Property Address: 15 PERKINS CIR

Mailing Address: ELLIOTT CHRISTINE S
15 PERKINS CIR
TOPSFIELD, MA 01983

Abutters:

Parcel Number: 27-10
CAMA Number: 27-10
Property Address: 10 PERKINS CIR

Mailing Address: SIMONS DAVID D TR
10 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-11
CAMA Number: 27-11
Property Address: 14 PERKINS CIR

Mailing Address: SORIANO JAN
14 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-12
CAMA Number: 27-12
Property Address: 20 PERKINS CIR

Mailing Address: BERGSTEN DANIEL E TR
20 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-13
CAMA Number: 27-13
Property Address: 24 PERKINS CIR

Mailing Address: ROAF PEGGY A & EDWARD R TRS
24 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-14
CAMA Number: 27-14
Property Address: 23 PERKINS CIR

Mailing Address: MELLINGER SUSAN T TR
23 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-15
CAMA Number: 27-15
Property Address: 19 PERKINS CIR

Mailing Address: ADDONIZIO PAULA A JR
19 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-17
CAMA Number: 27-17
Property Address: 13 PERKINS CIR

Mailing Address: HELIOTIS JOHN TR
13 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-18
CAMA Number: 27-18
Property Address: 9 PERKINS CIR

Mailing Address: DAY JONATHAN ALEXANDER
9 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-19
CAMA Number: 27-19
Property Address: 7 PERKINS CIR

Mailing Address: EVANS DENNIS C
7 PERKINS CIR
TOPSFIELD, MA 01983

Parcel Number: 27-28
CAMA Number: 27-28
Property Address: 31 WINSOR LN

Mailing Address: ROSENTHAL IRWIN T
31 WINSOR LN
TOPSFIELD, MA 01983



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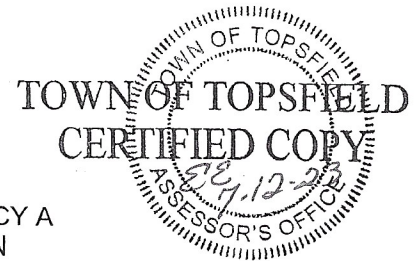
7/12/2023

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300 feet Abutters List Report

Topsfield, MA
July 12, 2023



Parcel Number: 27-29
CAMA Number: 27-29
Property Address: 27 WINSOR LN

Mailing Address: BARREN TRACY A
27 WINSOR LN
TOPSFIELD, MA 01983

Parcel Number: 27-30
CAMA Number: 27-30
Property Address: 25 WINSOR LN

Mailing Address: VANLENTEN DONALD G
25 WINSOR LN
TOPSFIELD, MA 01983

Parcel Number: 27-31
CAMA Number: 27-31
Property Address: 21 WINSOR LN

Mailing Address: PALACE JONATHAN H
21 WINSOR LN
TOPSFIELD, MA 01983

Parcel Number: 35-4
CAMA Number: 35-4
Property Address: 250 PERKINS ROW

Mailing Address: TOWN OF TOPSFIELD
8 WEST COMMON ST
TOPSFIELD, MA 01983



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7/12/2023

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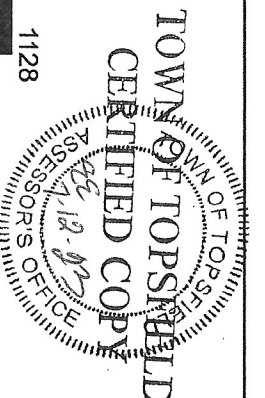


July 12, 2023

Town of Topsfield, MA

1 inch = 376 Feet

0 376 752 1128



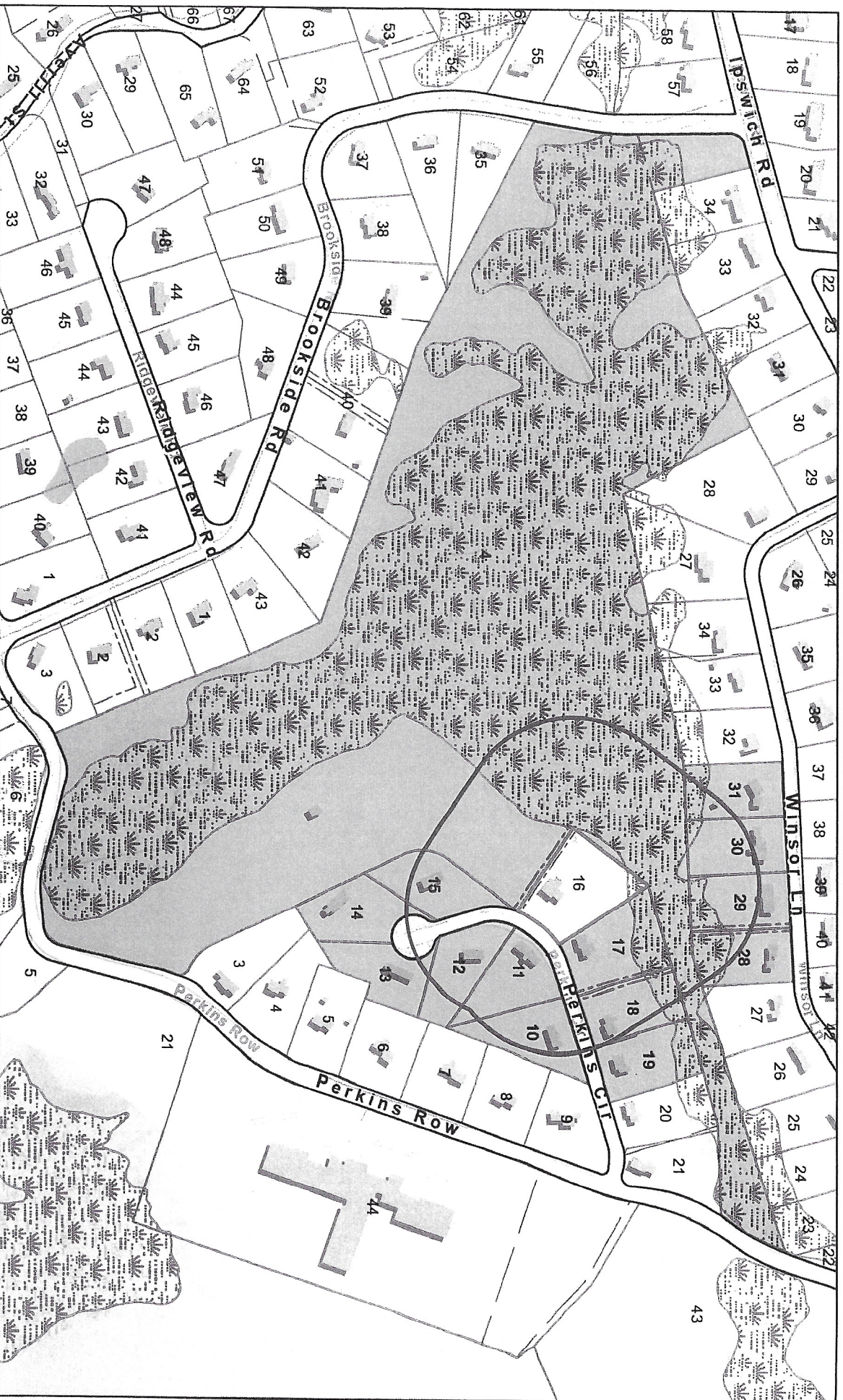
TOWN OF TOPSFIELD



CAI Technologies

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