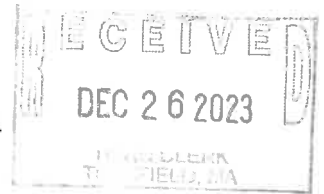


## TOWN OF TOPSFIELD

### 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>
Chris Gibbons	88 Hignst, Topsfield (978-829-6411)
Amy Gibbons	88 Hignst, Topsfield (978-417-9000)

Deed attached

2. Property Address: 88 Hignst, Topsfield, MA
3. Registry of Deeds Title Reference: Book 41915, Page 440
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>
Chris Gibbons	42		
Amy Gibbons	38		

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>
Karen Gibbons	76		

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.

Karen Gibbons is Chris Gibbons' mother

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.

So my elderly mother / mother-in-law  
has independent living

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

none, already exists

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.

None at this time

12. Did this residence have a previous Temporary Accessory Apartment permit? If so, please list the expiration date of that permit.

Yes. Expired 19 Dec 2023 upon  
selling the home.

13. 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.

N/A

14. 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

15. 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

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

Inner residential 3 agricultural, Central residential

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: 26 DEC 2023

[Signature]

[Signature]

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

Property Location: 88 High St, Ipswich

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:

Chris Gibbons      Amy Gibbons

Name of each occupant of the Temporary Accessory Apartment.

Karen Gibbons

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: \_\_\_\_\_



## 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 **Friday, December 01, 2023** Issue Date **Monday, December 04, 2023**

Department requiring list: **Zoning Board of Appeals**

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

Person/Party requesting list: **Amy Gibbons**

Address: **88 High Street Topsfield, MA**

Phone #: **978-417-9088** Email Address **amy.e.smith.07@gmail.com** Misc: \_\_\_\_\_

Property Owner: **Michael Whelan**

Assessor's Map(s) **41** Lot(s) **98** Location **88 High Street**

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



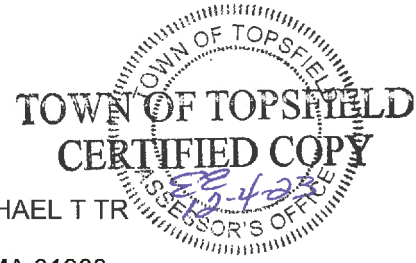
### **Certification of Parties in Interest**

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  
December 04, 2023



## Subject Property:

Parcel Number: 41-98  
CAMA Number: 41-98  
Property Address: 88 HIGH ST

Mailing Address: WHELAN MICHAEL T TR  
88 HIGH ST  
TOPSFIELD, MA 01983

## Abutters:

Parcel Number: 41-100  
CAMA Number: 41-100  
Property Address: 92 HIGH ST

Mailing Address: GERAGHTY LISA A  
92 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 41-101  
CAMA Number: 41-101  
Property Address: 253 BOSTON ST

Mailing Address: IANNITTO JOHN J TR  
164 SYLVAN ST  
DANVERS, MA 01923

Parcel Number: 41-102  
CAMA Number: 41-102  
Property Address: 256 BOSTON ST

Mailing Address: CARLI CHRISTOPHER J TR  
201 ELLIOT ST UNIT 208  
BEVERLY, MA 01915

Parcel Number: 41-103  
CAMA Number: 41-103  
Property Address: 77 HIGH ST

Mailing Address: POWELL DANIEL J  
77 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 41-85  
CAMA Number: 41-85  
Property Address: 78 HIGH ST

Mailing Address: STAWICKI CHARLENE A  
78 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 41-93  
CAMA Number: 41-93  
Property Address: 8 DOVER HILL RD

Mailing Address: GAUVIN DANIEL L  
8 DOVER HILL RD  
TOPSFIELD, MA 01983

Parcel Number: 41-94  
CAMA Number: 41-94  
Property Address: 9 DOVER HILL RD

Mailing Address: NAULT GREGORY  
9 DOVER HILL RD  
TOPSFIELD, MA 01983

Parcel Number: 41-95  
CAMA Number: 41-95  
Property Address: 7 DOVER HILL RD

Mailing Address: SOTEROPOULOS JAMES T  
7 DOVER HILL RD  
TOPSFIELD, MA 01983

Parcel Number: 41-96  
CAMA Number: 41-96  
Property Address: 3 DOVER HILL RD

Mailing Address: MIRABITO LINDA M  
3 DOVER HILL RD  
TOPSFIELD, MA 01983

Parcel Number: 41-97  
CAMA Number: 41-97  
Property Address: 86 HIGH ST

Mailing Address: ORELLANA JESSICA  
86 HIGH ST  
TOPSFIELD, MA 01983



[www.cai-tech.com](http://www.cai-tech.com)

12/4/2023

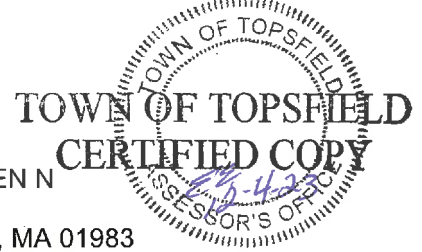
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# 300 feet Abutters List Report

Topsfield, MA  
December 04, 2023



Parcel Number: 41-99  
CAMA Number: 41-99  
Property Address: 90 HIGH ST

Mailing Address: AGRI STEVEN N  
90 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 42-1  
CAMA Number: 42-1  
Property Address: 10 DOVER HILL RD

Mailing Address: ENDER MATTHEW  
10 DOVER HILL ROAD  
TOPSFIELD, MA 01983

Parcel Number: 42-2  
CAMA Number: 42-2  
Property Address: 11 DOVER HILL RD

Mailing Address: TETREAUULT CATHERINE  
11 DOVER HILL RD  
TOPSFIELD, MA 01983

Parcel Number: 49-50  
CAMA Number: 49-50  
Property Address: 248 BOSTON ST

Mailing Address: NORTSHORE EDUCATION CONSORTIU  
112 SOHIER RD  
BEVERLY, MA 01915

Parcel Number: 49-51  
CAMA Number: 49-51  
Property Address: 96 HIGH ST

Mailing Address: SWECKER VICTORIA  
96 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 49-52  
CAMA Number: 49-52  
Property Address: 96A HIGH ST

Mailing Address: ODAY ADRIANA M REYES  
96A HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 49-53  
CAMA Number: 49-53  
Property Address: 100 HIGH ST

Mailing Address: WAITE RICHARD W  
100 HIGH ST  
TOPSFIELD, MA 01983

Parcel Number: 49-65  
CAMA Number: 49-65  
Property Address: 249 BOSTON ST

Mailing Address: KHE REALTY LLC  
33 PIERREPONT RD  
WINCHESTER, MA 01890



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12/4/2023

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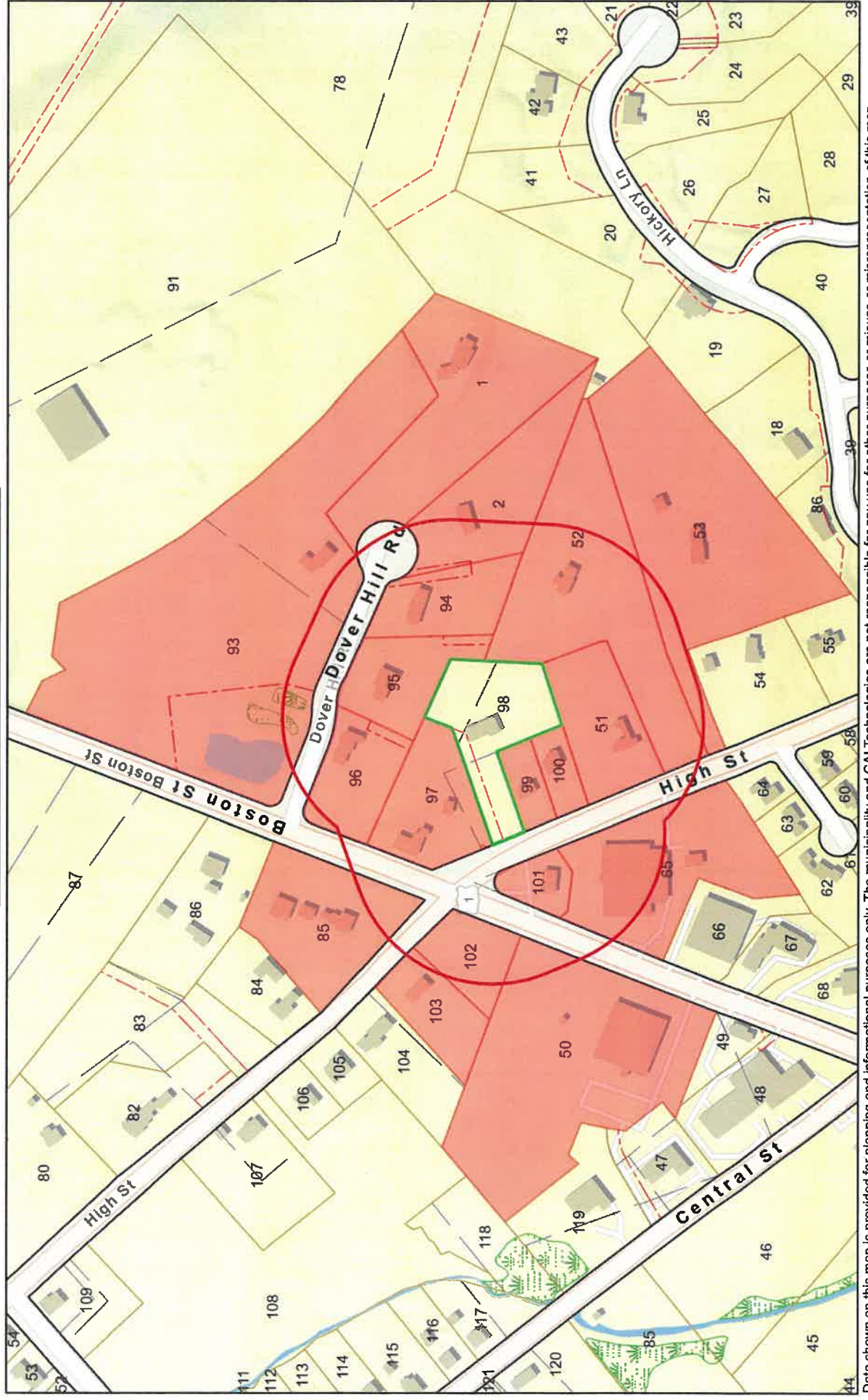
**1 inch = 300 Feet**



**CAI Technologies**  
Precision Mapping. Geospatial Solutions.

**CERTIFIED COPY**

99-24-23



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