

WHO TO CONTACT

Building Permitting and Zoning Questions

Curtis Meskus, CBO
Building Commissioner/ZEO
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Conservation and Wetland Questions

Todd Girard,
Conservation Agent
508-248-2247
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Planning and Economic Development Questions

Alan Gordon, AICP
Town Planner
508-248-2237
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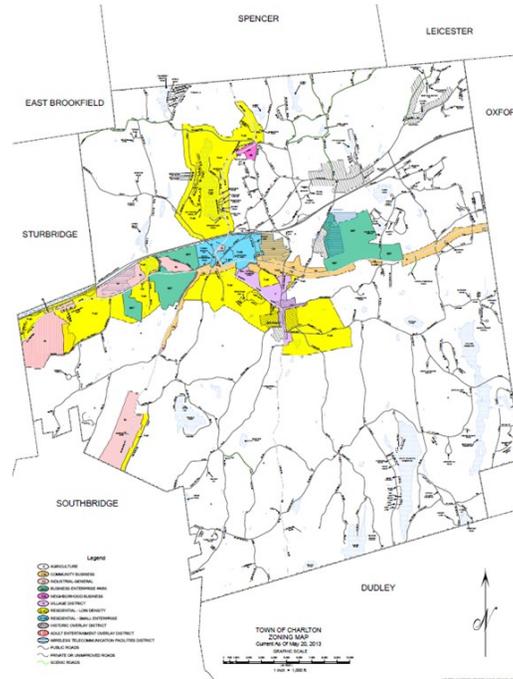
Board of Health Questions

Lani Crisia
Administrative Assistant
Board of Health
508-248-2210
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Water & Sewer Questions

Steve Wandland
Administrator
Water/ Sewer Commission
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PROJECT GUIDE



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Town of Charlton



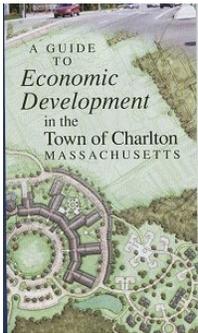
PROJECT GUIDE



Charlton's Project Team

Economic Development Commission

is charged with encouraging and facilitating properly-planned economic based growth in Town, in accordance with the Town's long-range planning goals.



The EDC can serve as your initial contact and facilitator for your project.

The Commission works to achieve the goals and objectives of an adopted EDC Action Plan, which includes strategies for economic site

development, interagency cooperation, Route 20 development, marketing, and business assistance funding.

Planning Board

works to plan for and manage subdivision, residential and non-residential growth through all stages of the development and Planning Board permitting process, in accordance with zoning and subdivision regulations. The Board also conducts long-range comprehensive planning studies and projects on its own and in partnership with applicable boards such as the Economic Development Commission (EDC) and the Charlton Housing Authority.

Zoning

While the majority of the community is set aside for residential use, major routes in Charlton have a mix of commercial, retail, industrial and residential uses allowed. As Charlton adopted its first Zoning regulations in 1987, many sites have pre-existing, nonconforming status under Massachusetts zoning law. Please contact the Zoning Enforcement Officer to determine whether or not a particular parcel has non-conforming status or conforms to the current zoning map and zoning by-law regulations.

The key to siting your project is checking the use table in the Zoning Bylaw and confirming with the Zoning Enforcement Officer the applicability of your proposed use within the requirements of the Zoning Bylaw.

Department of Building Inspectional Services



is the coordinating point for the plumbing, gas, electrical and Fire Departments.

The Building Commissioner is available to work with your design team first by answering general building code questions about you project.

Later, as the project develops, by guiding your team through the building permitting process.

Board of Health

is charged with maintaining all health related matters in the community, including on site water supply and sewage treatment.

Charlton, as a rural community relies heavily on site specific water supply and disposal systems, while developing the municipal water system

Water and Sewer Commission

is the contact point for the municipal water and sewage disposal systems. Currently the systems are available in some areas of town, with progress being made to expand the water system. Please contact the Water and Sewer Commission for map resources and information pertaining to the location of both service infrastructure resources in Town.

Conservation Commission

is involved in any project that requires removing, filling, dredging, or altering an area within 100 feet of a wetland, or within 200 feet of any perennial rivers or streams, flood zones or other protected areas.

Technical Review

if requested by a project proponent, a meeting of various applicable permit-issuing authority representatives can be arranged. Please feel free to contact the Planning Board at 508-248-2237 if you wish to consider this format of review for your project.