

Kathleen A. Vorce
555 Liberty Square Road, Boxborough, MA 01719
978-██████████

December 1, 2025

DELIVERED BY HAND

RECEIVED

DEC 01 2025

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DEC - 1 2025

Zoning Board of Appeals
Town of Boxborough
29 Middle Road
Boxborough, MA 01719

Zoning Board of Appeals }
Town of Boxborough

TOWN CLERK
TOWN OF BOXBOROUGH

RE: Special Permit Application for Conversion to Two-Family

Dear Board Members,

Enclosed please find an altered "Application" from the Planning Board site. Hours of searching failed to locate a similar "Application" for the ZBA.

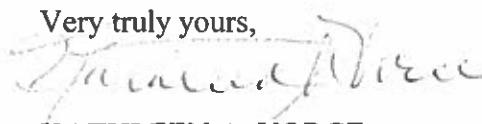
Accompanying the Application is an 8-1/2 by 11" hand-drawn sketch of the floor plan, an engineer-certified tape survey used for the original mortgage and a 2025 engineer topo prepared by Dillis and Roy for septic revision purposes. Eight (8) copies are provided and waivers are requested for all other prescribed engineered drawings. Underpinning the request for waivers is the fact ***there will be NO construction***. A check for the \$200 permit fee is included.

In support of the Application please note:

1. The house is listed by the Assessor and the Historical Commission as "1890's" and therefore predates the earliest version of today's Zoning Bylaw provision 4.1.3a (footnote 13).
2. The Code Enforcement Officer has made an on-site inspection and approved the design for safety
3. Jim Gareffi has permitted a septic revision that will be in place by the time you hold a hearing on this application. Jim has also taken prescribed water samples and test results from Nashoba Analytical are in his possession.
4. The portion of the house originally intended as an ADU is 944 square feet and outlined in bold on the floorplan. After the Town's adoption of the State provisions including the unrealistic 900 square foot limitation, the applicant is left with no immediate alternative and further delay is unacceptable.
5. Simultaneous with the submission of this Application a request for an abutters list is being made.

Your prompt attention to this Application is appreciated.

Very truly yours,



KATHLEEN A. VORCE

Enclosures as noted



BOXBOROUGH ZONING BOARD OF APPEALS

29 Middle Road, Boxborough, Massachusetts 01719

Phone: 978.264.1722

www.boxborough-ma.gov

APPLICATION

1. Location of property: Assessor's Map _____ Parcel 10-187-000
Street Number 555 Street Name Liberty Square Road
Zoning district: AR
Within 100' of wetlands and filing with Conservation Commission [] yes [X] N/A

Printed Name

Address

Phone

2. Owner(s): Kathleen A Vorce 555 Liberty Square Road (978) [REDACTED]

Owner(s): _____

3. Applicant: _____

4. Nature of relief sought: Variance _____ Special Permit X Comprehensive Permit _____
Amend Existing Decision _____ Appeal of an Official's Decision _____

5. Applicable Section(s) of the Zoning Bylaw: 4.1.3 (a) Residential Uses, 2.3 Special Permits
(Specifically list each ZBL Section.)

6. Nature and justification of request: See attached
(Attach additional pages if necessary.)

7. State the name of any person(s) authorized to represent you before the Board.

8. The undersigned certify that he/she has read and examined this application and the "Application and ZBA Procedures" and that the proposed project is accurately represented in the statements made in this application.

I hereby request a hearing before the Board of Appeals with reference to the above application.

X Kathleen A Vorce
Property Owner's Signature (REQUIRED)

11/30/2025
Date

Property Owner's Signature (REQUIRED)

Date

Applicant's Signature (if different from owner)

Date

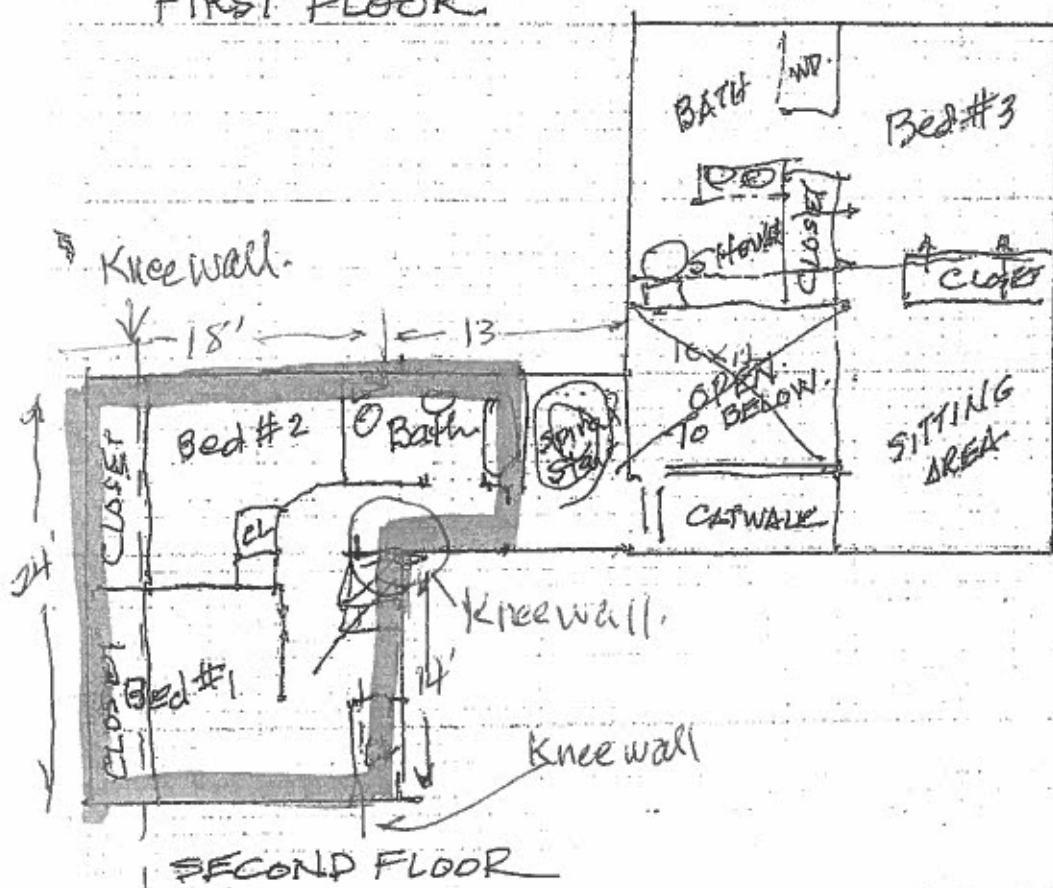
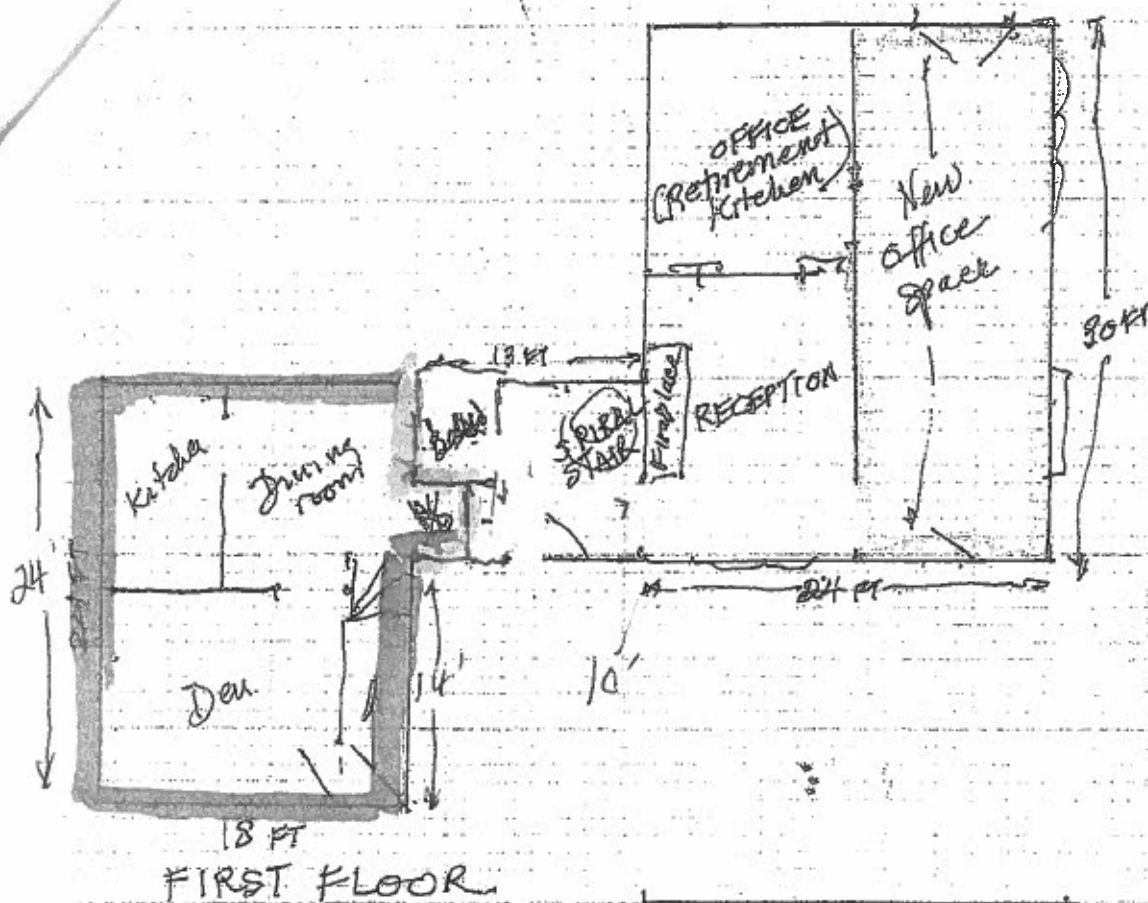
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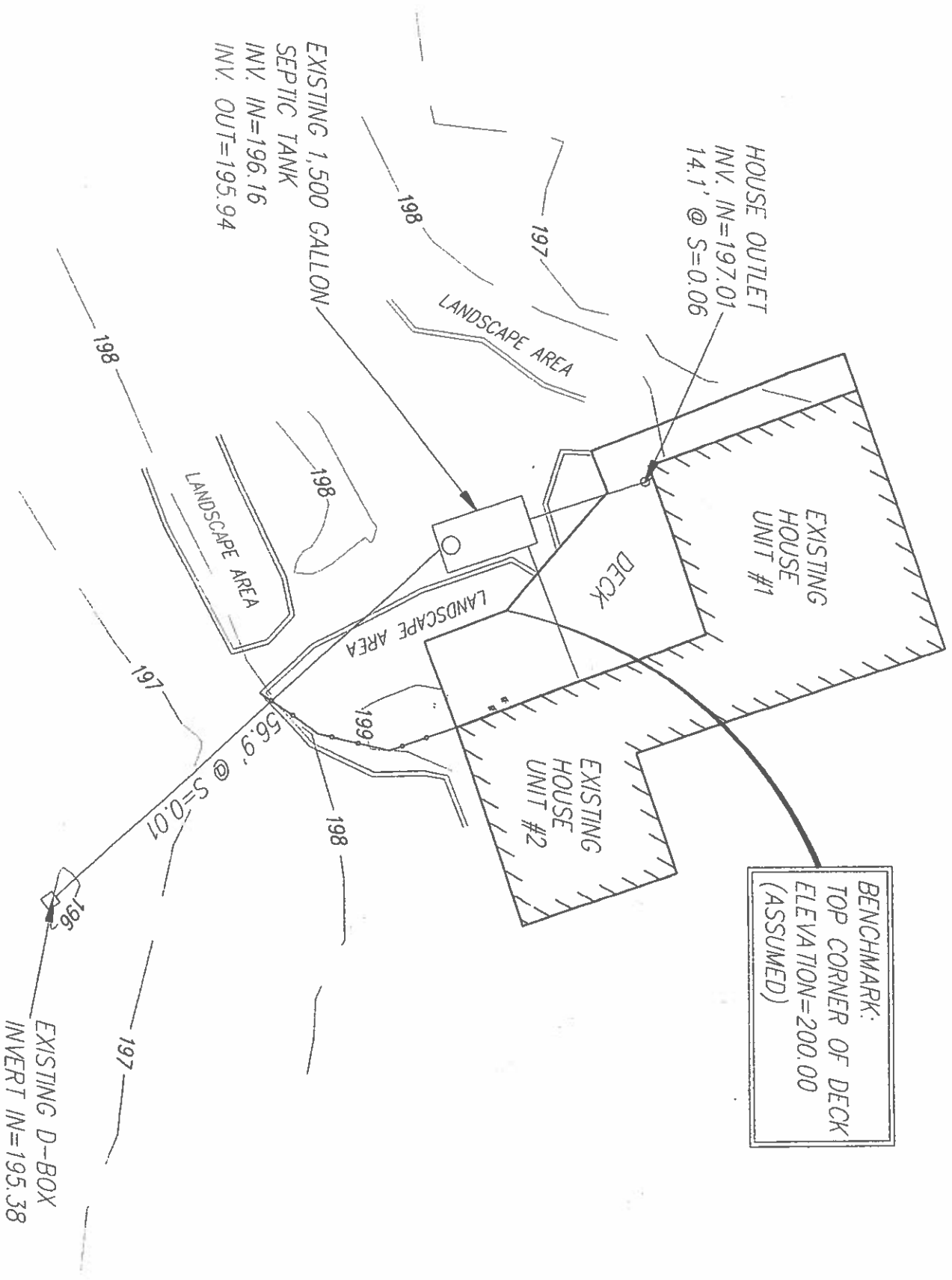
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TOWN CLERK
TOWN OF BOXBOROUGH







TOWN OF BOXBOROUGH
Assessors
29 Middle Road
Boxborough, Massachusetts 01719
978-264-1721 • FAX 978-264-3127
klim@boxborough-ma.gov

REQUESTER ☒
OFFICE ☐
TOWN BOARD ☐

REQUEST FOR ABUTTERS

DATE OF REQUEST: 12/1/2025 DATE LIST NEEDED: ASAP
PROPERTY LOCATION: 555 Liberty Sq. Rd. Boxborough
MAP 10 LOT 187 BLOCK 000
PROPERTY OWNER: Kathleen A. Vorce

REASON FOR LIST

- ☐ CONSERVATION COMMISSION
☒ ZONING BOARD OF APPEALS - special permit
☐ PLANNING BOARD
☐ PRELIMINARY PLAN
☐ SITE PLAN
☐ DEFINITIVE PLAN
☐ SPECIAL PERMIT
☐ BOARD OF SELECTMEN
☐ OTHER _____

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Assessors
Boxborough, MA

RADIUS OF 300 FEET WILL BE USED FOR ALL ABUTTERS' LIST REQUEST

REQUESTER INFORMATION

NAME Kathleen A. Vorce
ADDRESS 555 Liberty Sq Rd
Boxborough MA 01719
PHONE 978 [REDACTED] EMAIL [REDACTED]

OFFICE USE ONLY

DATE LIST PREPARED: 12/1/2025
FEE CHARGED: \$ 70 AMOUNT PAID \$ 20.00
DATE PAID: 12/8/2025 ☒ CHECK # 735413
☐ CASH
FEE SCHEDULE: \$1.00 PER NAME IF THE LIST IS FOR CONSERVATION COMMISSION, \$2.00 PER NAME OTHERWISE
\$10.00 MINIMUM
\$30.00 MAXIMUM

LIST IS VALID FOR SIX (6) MONTHS. TOWN ASSESSOR IS ALLOWED TEN (10) BUSINESS DAYS FROM DATE OF REQUEST TO PROVIDE CERTIFIED LIST OF ABUTTERS.



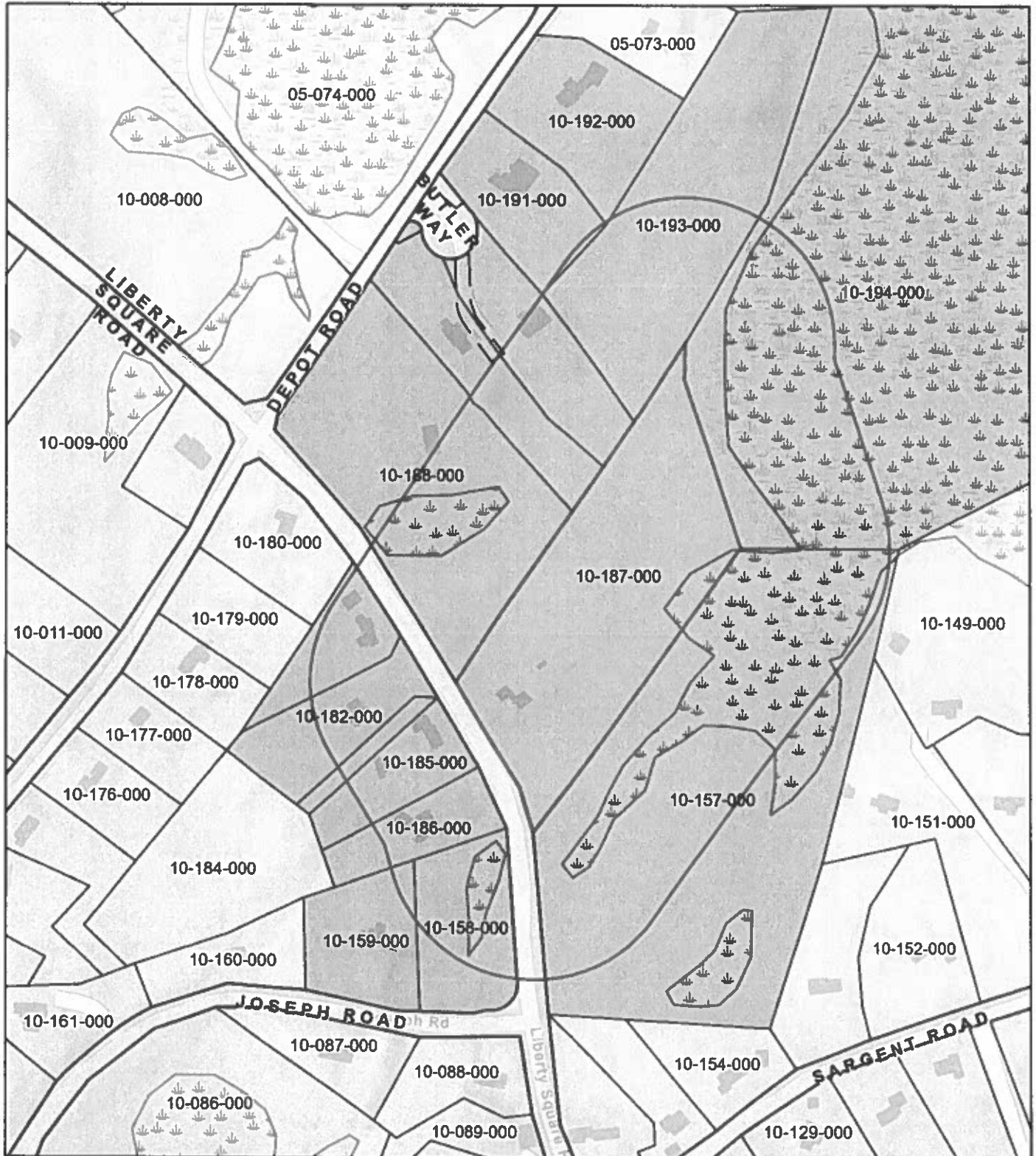
Boxborough, MA

1 inch = 278 Feet

CAI Technologies
Precision Mapping Geospatial Solutions

www.cai-tech.com

December 1, 2025



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



300 feet Abutters List Report

Boxborough, MA
December 01, 2025

Subject Property:

Parcel Number: 10-187-000
CAMA Number: 10-187-000
Property Address: 555 LIBERTY SQUARE ROAD

Mailing Address: VORCE KATHLEEN A
555 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Abutters:

Parcel Number: 10-157-000
CAMA Number: 10-157-000
Property Address: 535 LIBERTY SQUARE ROAD

Mailing Address: BOXBOROUGH TOWN OF
CONSERVATION COMMISSION
29 MIDDLE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-158-000
CAMA Number: 10-158-000
Property Address: 13 JOSEPH ROAD

Mailing Address: BOXBOROUGH TOWN OF MUNICIPAL
29 MIDDLE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-159-000
CAMA Number: 10-159-000
Property Address: 35 JOSEPH ROAD

Mailing Address: GATESMAN ANDREW J. GATESMAN
KRISTINE R.
35 JOSEPH ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-181-000
CAMA Number: 10-181-000
Property Address: 576 LIBERTY SQUARE ROAD

Mailing Address: BARNETT DAVID P BARNETT EILEEN
576 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-182-000
CAMA Number: 10-182-000
Property Address: 560 LIBERTY SQUARE ROAD

Mailing Address: DOWDY CHRISTOPHER R DOWDY
PAMELA E
560 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-183-000
CAMA Number: 10-183-000
Property Address: 552 LIBERTY SQUARE ROAD

Mailing Address: MCCANN BRIAN C
550 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-185-000
CAMA Number: 10-185-000
Property Address: 550 LIBERTY SQUARE ROAD

Mailing Address: MCCANN BRIAN C
550 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-186-000
CAMA Number: 10-186-000
Property Address: 536 LIBERTY SQUARE ROAD

Mailing Address: NISTAS HOUDA HANKAOU RACHID
536 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-187-000
CAMA Number: 10-187-000
Property Address: 555 LIBERTY SQUARE ROAD

Mailing Address: VORCE KATHLEEN A
555 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-188-000
CAMA Number: 10-188-000
Property Address: 599 LIBERTY SQUARE ROAD

Mailing Address: GREGSON KENNETH L JR GREGSON
LYNDA
599 LIBERTY SQUARE ROAD
BOXBOROUGH, MA 01719



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12/1/2025

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300 feet Abutters List Report

Boxborough, MA
December 01, 2025

Parcel Number: 10-189-000
CAMA Number: 10-189-000
Property Address: 30 BUTLER WAY

Mailing Address: LEE TIANLIANG ZHENG LAN
30 BUTLER WAY
BOXBOROUGH, MA 01719

Parcel Number: 10-190-000
CAMA Number: 10-190-000
Property Address: 31 BUTLER WAY

Mailing Address: GULATI CHETAN GULATI NITIMA RANI
31 BUTLER WAY
BOXBOROUGH, MA 01719

Parcel Number: 10-191-000
CAMA Number: 10-191-000
Property Address: 450 DEPOT ROAD

Mailing Address: MARCELLA PAOLO MARCELLA LUCIA
450 DEPOT ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-192-000
CAMA Number: 10-192-000
Property Address: 440 DEPOT ROAD

Mailing Address: VENKATRAMAN SANJAY
MUKUNDAPRIYA RAMANAN
440 DEPOT ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-193-000
CAMA Number: 10-193-000
Property Address: 440 REAR DEPOT ROAD

Mailing Address: BOXBOROUGH TOWN OF
CONSERVATION COMMISSION
29 MIDDLE ROAD
BOXBOROUGH, MA 01719

Parcel Number: 10-194-000
CAMA Number: 10-194-000
Property Address: 535 REAR LIBERTY SQUARE
ROAD

Mailing Address: BOXBOROUGH TOWN OF
CONSERVATION COMMISSION
29 MIDDLE ROAD
BOXBOROUGH, MA 01719

THIS IS A CERTIFIED ABUTTERS LIST FROM THE
TOWN OF BOXBOROUGH. WE CERTIFY THAT ALL
THE NAMES AND ADDRESSES OF ALL
PROPERTY OWNERS ARE ACCURATE TO
THE BEST OF OUR KNOWLEDGE.

K. Li

12/1/2025

Office of the Board of Assessors

Date



www.cai-tech.com

12/1/2025

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