

# Guide to Locating a Business in Hanson, MA



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## 1. Welcome Letter



Town of Hanson, MA  
Office of the Town Administrator  
Lisa Green  
Hanson, MA  
542 Liberty Street  
Hanson, MA 02341  
Phone: (781) 293-5186  
Web: [www.hanson-ma.gov](http://www.hanson-ma.gov)

**RE: Welcome to the Town of Hanson!**

Dear Prospective Business Owner,

The Town of Hanson has prepared this guide to assist businesses interested in locating in Hanson.

Included in this guide you will find:

- Why Hanson?
- Information on Hanson's economy and market area demographics.
- Information on each department and from which department you might require a license or permit. While it is not an exhaustive instruction manual for all Hanson permits and licenses, it does include the most commonly required ones.
- Information on small business resources.

Thank you for your interest in Hanson. We are here to help guide you through the process.

Sincerely,  
Lisa Green  
(INSERT SIGNATURE IMAGE)  
Town Administrator

## 2. Why Hanson?

### Well Located in the Region

In Plymouth County, Massachusetts, Hanson is well located in the region with excellent accessibility on and off major highways. It is less than 30 miles from downtown Boston and Logan International Airport. Hanson is also located less than an hour's drive from Cape Cod and Providence, RI. Hanson is served by the MBTA Kingston Line, which offers commuter rail service to South Station, the gateway to downtown Boston.

**REGIONAL MAP – See Appendix A**

### Plans for Economic Development

The Town of Hanson has an active Economic Development committee and supportive business community engaged in working with existing and new businesses to expand the local economy. The commuter rail station is in the historic center of town on Main Street, and the Town has plans to invest in station and area improvements to help spur revitalization. The Town promotes transit-oriented, mixed-use development with housing, commercial and public improvements and uses that support to new business and employment opportunities.

**TOWN MAP – See Appendix B**

### Quality of Life

Hanson affords residents and businesses a wealth of amenities, including an extensive open space system and recreational trails. Its excellent schools, parks and community services contribute to the superior quality of life in Town.

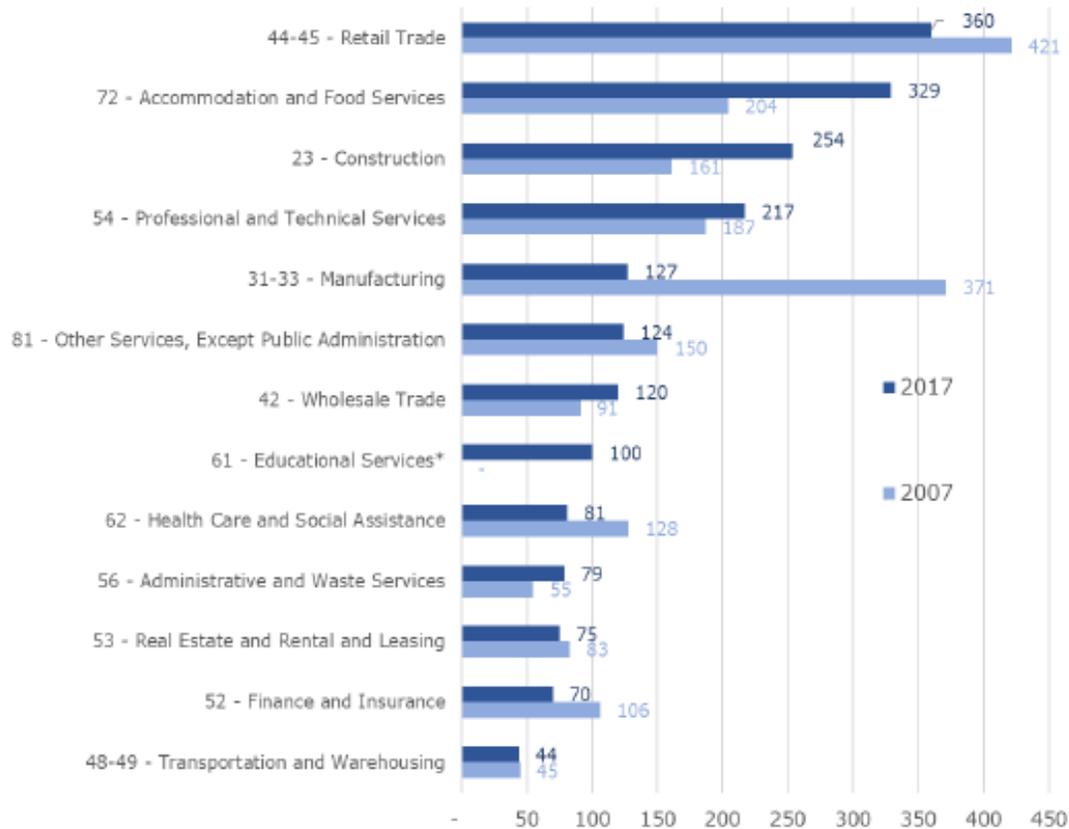


### 3. Hanson’s Local Economy and Market Area Demographics

#### Local Economy

- **Small Businesses** – In 2020 there were 192 employers in Hanson (with 1 or more employees) with 1,400 employees, an average of 7 employees per establishment.
- **Employment by Sector** – Hanson’s top five industries in terms of employment include Retail Trade, Accommodation and Food Services, Construction, Professional and Technical Services, and Manufacturing.
- **Long Term Job Growth** – Between 2007 and 2017, the industries that added the most jobs were Accommodation and Food Services, Construction, Professional and Technical Services and, Wholesale Trade and Administrative and Waste Services.

#### Changes in Hanson Employment 2007 and 2017



Source: Hanson Economic Development Plan, FXM Associates.

## Market Demographics

- **Population** – The Census Bureau estimated there were 10,639 people residing in Hanson in 2021. Between 2010 and 2021, the population increase 4%.
- **Households** – There were 3,872 households in 2020, with an average of 2.8 persons.
- **High income households with disposable income** – Median household income was approximately \$100,000 in 2020, higher than that of Plymouth County and the Commonwealth.
- **Most residents own their homes** – 91% of households owned their homes in 2020, higher than that of Plymouth County and the Commonwealth.
- **Labor Force** – There were 6,423 employed residents of Hanson with an unemployment rate 3.3% as of May 2022.

## Retail and Food & Drink

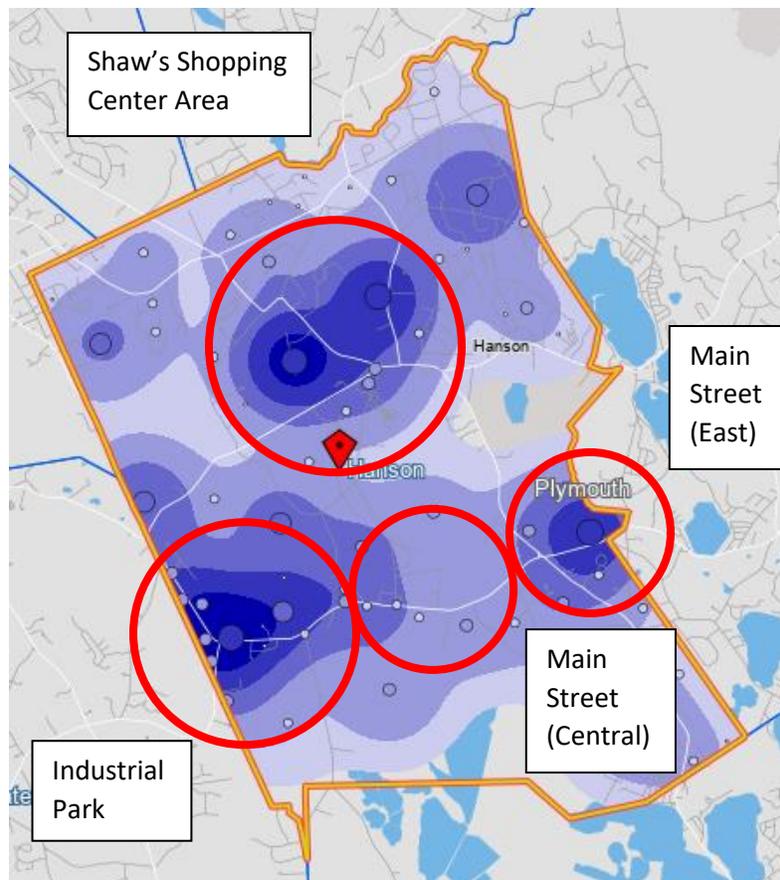
- **Retail** – Hanson residents had an estimated \$158 million of retail purchasing power in 2021. Hanson businesses, however, were estimated to account for \$75 million in retail sales. The difference is the retail sales that “leaks” out of Hanson; this represents an \$83 million business opportunity for retailers to capture more spending from Hanson residents.
- **Food and Drink** – Hanson residents accounted for an estimated \$17.7 million of Food and Drink purchasing power in 2021 – this only includes restaurants and bars and excludes food stores, which are counted in the retail figures above. Hanson businesses only produced \$11.8 million in Food and Drink sales in 2021, representing \$5.9 million in leakage from the local market.

## Business Centers

There are three centers of business activity in Hanson that offer opportunities for business location and new development.

- **Main Street (West)** – Located within walking distance of the commuter rail station with small shops and restaurants, hardware and building supplies with a vision for transit oriented, mixed-use development in the future providing for new business opportunities and an improved public realm.
- **Shaw’s Shopping Center Area** – Grocery anchored community-serving shopping center, with smaller stores, restaurants and personal services nearby. This area captures more retail sales than the retail spending estimated for Hanson residents, indicating that it draws shoppers from surrounding communities to Hanson, a benefit to businesses nearby.
- **Main Street (East)** – Small-scale commercial node with multiple restaurants, a gas station, bank, and post office, among other local businesses.

### Heat Map Showing the Location of Primary Jobs in Hanson



Source: U.S. Census Bureau Longitudinal Employer-Household Dynamics.

## 4. Guide Overview

This guide has been created to help existing and prospective business owners in the Town of Hanson. We hope to make the process of locating your business in our town easier and less stressful with the use of this guide. This guide's purpose is to provide you with the tools you will need to build a successful business in Hanson.

### Key Contacts

The many contacts listed in this guide are more than happy to help you during any part of this process. The Town of Hanson is a welcoming community that values its businesses. Our goal is to help you succeed.

#### KEY CONTACTS

Board of Health – (781) 293-3138  
Building Department – (781) 293-5503  
Fire Department – (781) 293-9571  
Select Board – (781) 293-2131  
Town Clerk – (781) 293-2772  
Town Planner – (781) 293-9035  
Zoning Board of Appeals – (781) 293-5165  
Conservation Commission - (781) 294-4119

Please use the following link for individual department information:

[www.hanson-ma.gov](http://www.hanson-ma.gov)

### Disclaimer

It is important to note that this guide is not meant to serve as instruction for every possible type of business that could possibly open in Hanson. Though there is a lot of useful and valuable information in this guide, it is important to read through the entire guide and choose the information in it that pertains to your business. There are several parts to this guide that do pertain to every business type, while other parts are more specific to one certain business type. Potential business owners should realize they may need to look elsewhere to find more specific information on their certain type of business.

*\*\*Please note that information is subject to change and the most up to date information can be found on the Town of Hanson's website at: [www.hanson-ma.gov](http://www.hanson-ma.gov)*

## **5. Guide to Starting a Business**

Before this guide goes into the specifics of Hanson, here is a very basic summary of the steps any potential business owner must understand everywhere.

### **Step 1: Plan Ahead.**

There are many questions to consider before even considering starting a business: Are you on the right track to starting your business? Are you healthy enough to put in long hours or will the addition of too much stress put you over the edge? Do you have good credit? Are you financially stable enough to put your money into a new business? Are you able to take responsibility for your own actions? Are you informed on business techniques/ do you have business owning skills?

If you answered no to any of these questions, you may want to rethink opening your business now. Plan carefully now so you can answer “yes” to all these questions later. Your business will be more successful in the end because of it.

### **Step 2: Create a Business Plan.**

Every successful business needs a plan. Write out the future story of your business by determining how to grow revenues and how to plan for unforeseen events. Create goals for your business and find a way to make your products unique from competitors in the same market. Create a sales strategy and decide on a management and organization structure that will fit your business. Creating a business plan will help you to identify problems that you may stumble upon in your business before you run into them.

### **Step 3: Ask for Outside Help.**

Take some extra business courses. Join business networking groups. Ask fellow business owners what they have encountered that made owning a business difficult. Get counseling or take a training class. Any of these sources of outside help can increase your success.

### **Step 4: Choose a Name Carefully.**

Create a name for your business. Make sure you’re not using a name that another business already has or that may violate a trademark or copyright held by an existing business. Create something unique that draws people’s attention and relates to what you are selling. A good name can make all the difference.

### **Step 5: Choose the Right Location.**

Choose a location that is right for your business. Make sure there are people in the area you choose that need what you are selling. Even within a certain town, one side of town may be more appropriate for your business than the other side due to geography, demographics, or

cultural factors. It is also necessary to verify the zoning for the specific location to make sure it is accepted by the town for you to start your business there.

**Step 6: Secure Financing.**

Make sure you have the finances required to start your own business. Use money you have saved, investments by family or friends, or commercial loans to begin your business. Make sure you have sufficient funding to open your business and keep it running before you begin making a solid income from it.

**Step 7: Choose a Business Structure.**

Each type of business structure has different legal and tax implications. It is necessary to choose the one that fits your business. The different types of business structures are sole proprietorship, limited liability, cooperative, partnership or corporation. All business types are different from each other and should be researched before deciding on which type. Consult with an accountant or an attorney if you are unsure of the best approach for your business.

**Step 8: File for a Business Certificate.**

Make sure you file for a business certificate through the town you are opening a business in. See more information on pages 16-17.

**Step 9: Obtain a Federal Employer Tax ID Number.**

Obtain a free “Employer Identification Number” from the IRS. This is needed if you have employees, if you operate a business as a corporation or partnership, or if you file tax returns for Employment, Excise, Alcohol, Tobacco, or Firearms. You can obtain an “Employer Tax ID Number” for free at [www.irs.gov](http://www.irs.gov).

**Step 10: Register with the State.**

Make sure to register with the state you are opening a business in if you are a corporation, nonprofit organization, limited-liability company or partnership. For the Commonwealth of Massachusetts, you must register with the Secretary of the Commonwealth’s Corporations Division. More information about this can be found at [www.mass.gov](http://www.mass.gov).

**Step 11: Know the Tax Regulations.**

Paying taxes is a vital part of owning a business. Make sure you are familiar with the tax rules in the state where you are opening your business. For the Commonwealth of Massachusetts, more information about this can be found at [www.mass.gov](http://www.mass.gov).

The Massachusetts Department of Revenue (DOR) can answer all questions regarding collecting sales tax or related questions. Telephone numbers for the Taxpayer Assistance Bureau are: 1-800-392-6089 or 617-887-6367.

The DOR also has a publication entitled A Guide to Sales and Use Tax, which answers the most commonly asked questions. You can obtain an FID number from the Internal Revenue Service (IRS) at 1-800-829-1040.

**Step 12: Acquire Licenses and Permits.**

A business owner must be sure to file for and obtain all the necessary licenses and permits for your business. Licensing and permitting requirements differ by business type, so you will need to do your homework on your particular business. The required licenses and permits often change – it is the responsibility of the business owner to keep up to date with these changes.

**Step 13: Understand Employer Responsibilities.**

It is necessary to realize that you are responsible for every aspect of your business. You must understand how to manage your employees and meet the regulations of the state as well. For the Commonwealth of Massachusetts, more information about this can be found at [www.mass.gov](http://www.mass.gov).

## **6. Business Certificate**

### **What is a Business Certificate?**

The local filing at Town Hall known as a Business Certificate is also called a d/b/a, which stands for “doing business as”. If you are a sole proprietorship, partnership, or corporation doing business under a name other than your own or incorporated name you MUST file a d/b/a at the local Town Clerk’s office. The certificate is executed under oath by each person whose name appears as conducting business. A business certificate primarily allows consumers and/or creditors to identify the names of the actual owners of a business. Therefore, a City or Town Clerk may even accept more than one certificate with an identical business name in order to provide this public record.

### **Who must file a Business Certificate?**

Any person conducting business in the Commonwealth of Massachusetts under any title other than the real name of the person conducting the business, whether individually or as a partnership, must file a Business Certificate in the Town Clerk’s office of every town or city that the businessperson or partnership is located.

The only case in which you do not have to file a d/b/a is when you are doing business as a sole proprietor under your own complete name, such as John Smith Company; or if you are incorporated and are doing business under the true incorporated name.

Businesses who file with the Secretary of State’s office do not need to file with the town.

Certain other associations and partnerships may also be exempt. To find these other exemptions, view Massachusetts General Laws Chapter 110, section 5.

## **7. MGL Chapter 110, Section 5**

Website: Department of Revenue at [www.dor.state.ma.us](http://www.dor.state.ma.us)

MGL Chapter 110, Section 5

Business Certificates

Any person conducting business in the Commonwealth under any title other than the real name of the person conducting the business, whether individually or as a partnership, shall file in the office of the clerk of every city or town where an office of any such person or partnership may be situated a certificate stating the full name and residence of each person conducting such business, the place, including street and number, where, and the title under which, it is conducted, and pay the fee as provided by clause (20) of section thirty-four of chapter two hundred and sixty-two.

Such certificate shall be executed under oath by each person whose name appears therein as conducting such business and shall be signed by each such person in the presence of the city or town clerk or a person designated by him or in the presence of a person authorized to take oaths. The city or town clerk may request the person filing such certificate to produce evidence of his identity and, if such person does not, upon such request, produce evidence thereof satisfactory to such clerk, the clerk shall enter a notation of that fact on the face of the certificate. A person who has filed such a certificate shall, upon his discontinuing, retiring or withdrawing from such business or partnership, or in the case of a change of residence of such person or of the location where the business is conducted, file in the office of said clerk a statement under oath that he has discontinued, retired or withdrawn from such business or partnership or of such change of his residence or change of the location of such business, and pay the fee required by clause (21) of said section thirty-four. In the case of death of such a person, such statement may be filed by the executor or administrator of his estate. The clerk shall keep a suitable index of all certificates so filed with him which are currently in force and effect, setting forth the pertinent facts, including a reference to any statement of discontinuance, retirement or withdrawal from, or change of location of, such business, or change of residence of such person. A certificate issued in accordance with this section shall be in force and effect for four years from the date of issue and shall be renewed each four years thereafter so long as such business shall be conducted and shall lapse and be void unless so renewed. Copies of such certificates shall be available at the address at which such business is conducted and shall be furnished on request during regular business hours, to any person who has purchased goods or services from such business. Violations of this section shall be punished by a fine of not more than three hundred dollars for each month during which such violation continues.

### **How do I file or renew a Business Certificate?**

Business Certificates can be obtained at the Hanson Town Clerk's office. The current fee for a Business Certificate is \$40.00. Business Certificates must be renewed every four years.

If during the life of the business certificate, there is a change of business status, such as discontinuance, retirement, withdrawal or change of location where the business is conducted, the person or persons who filed the initial Business Certificate application, must appear in person to the Town Clerk's office, present a photo ID and provide the Clerk with notification of such change. All appropriate fees will be charged.

Violations: Those who do not provide the Town Clerk with notification, as indicated above, will be fined not more than \$300.00 for each month during which the violations continue.

### **What do I do if I discontinue or withdraw from the business or move to another location?**

If you are no longer in business or move out of town, you should file a withdrawal from business form obtained from the Hanson Town Clerk's Office. This should be done as soon as possible to avoid additional personal property taxes on your business because these personal property taxes cannot be adjusted until the Town Assessor receives your withdrawal form. The withdrawal is effective the date you file the form, not the date you ended your business. You should file the form before the Business Certificate's date of expiration. The fee for withdrawing from a business is \$10.00.

### **What is the penalty for failing to file a Business Certificate?**

The requirement to file a Business Certificate is a state law. Failure to do so is punishable by a fine of up to \$300.00 per month of violation.

### **What does the business certificate NOT do?**

Your filing of a business certificate at the local Town Clerk's office does NOT protect your name or reserve it as does a corporate filing or a trademark registration (which is done through the State). It also does not give you permission to operate a business in the town – it only registers your name (some states refer to these as fictitious name documents). To legally operate a business in the town you must get the appropriate permits, permissions, variances, etc. that are required by the issuing departments of the Town.

### **Where can I find a Business Certificate application for the Commonwealth of Massachusetts?**

A Business Certificate application for the Commonwealth of Massachusetts is available in the Hanson Town Clerk's office. Any person looking for a Business Certificate application for the Commonwealth of Massachusetts must appear in person to the Town Clerk's office, must present a photo ID and the Town Clerk will assist the individual with preparing the Business Certificate application.

## **8. Building Permit**

### **Who needs to get a Building Permit?**

Building Permits are issued to licensed contractors to allow for proposed construction work. Based on the proposed activity the licensed contractor must have a current Massachusetts certified unrestricted license to perform the necessary work. Building Permits are required to construct, reconstruct, alter, repair, remove, or demolish a building or structure.

### **Where do I get a Building Permit?**

The Town of Hanson's Building Department issues Building Permits. You can find the Building Permit application online at <https://www.hanson-ma.gov/building-department/pages/online-permitting> or at the Hanson Town Hall in the Building Department office during normal business hours.

### **How do I get a Building Permit?**

The process for obtaining a building permit will depend on the proposed type of project. Prior to receiving a building permit, an applicant may have to present the proposed project before other various boards such as the Board of Health, Conservation Commission, Zoning Board of Appeals or the Planning Board. The applicant should consider meeting with the Building Inspector and/or Town Planner to discuss what approvals will be necessary, (e.g. a new soil absorption system will require Board of Health approval).

### **What must be turned in with the Building Permit Application?**

You must attach a copy of an approved Septic System Design Plan or Site Plan, two sets of building plans with smoke detector locations, a copy of a Water Entrance Permit or fee payment slip, the fee of the building permit application, a copy of your home registration, a copy of your construction supervisor's license, proof of workman's compensation, a MAS check compliance report, proof of approved Site Plan with a Registry of Deeds receipt, and have house number, lot number and Assessor's sheet verified by Assessors Department.

## **9. Opening a Restaurant**

### **What do you need to open a Restaurant?**

You need a Business Certificate from the Hanson Town Clerk's Office. Business Certificates have a fee of \$40.00. You also need a Food Permit from the Board of Health. Food Permit Application fees vary between \$100.00 and \$350.00 based on the square footage or the amount of seating of the food establishment you are opening.

### **Is your Restaurant going to have seating?**

If so, you will need a Common Victualler License from Hanson's Select Board. Common Victualler License approvals are contingent upon the approval of the Fire Department, Inspector of Buildings, and the Board of Health. This license has a fee of \$50.00.

### **Is your Restaurant going to serve alcohol?**

If so, you will need an Alcoholic Beverage License that is approved by Hanson's Select Board and the Massachusetts Alcoholic Beverages Control Commission. There are many different kinds of Alcoholic Beverage Licenses depending on the type of alcohol being sold and whether it is being made at the restaurant or elsewhere. Almost all of these Alcoholic Beverage Licenses have fees of \$200.00.

### **Are you going to put up a new outside sign?**

If so, you will need a Sign Permit from Hanson's Building Department. Sign Permit fees vary on the type of sign being built. Applicants should review Section VII(E) and (F) of the Hanson Zoning Bylaw. Applicants should also review the Town of Hanson Sign Regulations. Both the Zoning Bylaw and Sign Regulations may be found on the Hanson Town Website at [www.hanson-ma.gov](http://www.hanson-ma.gov).

### **Are you remodeling the inside of the restaurant space?**

If so, you will also need a Building Permit from Hanson's Building Department. Building Permit fees vary on the value of construction being done.

**Where can I find all of these forms?**

You can find the necessary form and application for opening your Restaurant at:

<https://www.hanson-ma.gov/home/pages/online-permitting>

Any forms you cannot find on the Hanson website can be found at Town Hall in the office of the department to which you will be submitting the form during normal business hours (Monday, Wednesday and Thursday 8am-5pm, Tuesday 8am-8pm and Friday 8am-12pm).

## **10. Alcoholic Beverage License**

### **What is an Alcoholic Beverage License?**

An Alcoholic Beverage License is required for establishments handling alcoholic beverages including retail pouring or package sales.

### **Who needs to get an Alcoholic Beverage License?**

Any business that sells, stores, distributes, serves, or delivers alcohol must have an Alcoholic Beverage License.

### **Where do I get an Alcoholic Beverage License?**

Alcoholic Beverage Licensees must be approved by Hanson's Select Board as well as the Massachusetts Alcoholic Beverages Control Commission (ABCC). Hanson's Select Board, acting as the local licensing board, ultimately issues the license.

### **How do I get an Alcoholic Beverage License?**

The application process and forms vary depending on the type of Alcoholic Beverage License being sought. You should consult with Hanson's Select Board's Office to determine which forms and process you need to complete. The application forms can be found on the ABCC's website at: [www.mass.gov/abcc](http://www.mass.gov/abcc)

### **Are there any fees associated with an Alcoholic Beverage License?**

Yes, there are fees associated with the Alcoholic Beverage License. Fees are payable to the ABCC with the application. Once the license is approved, a license fee must be paid to the town. Most Alcoholic Beverage Licenses have a fee of \$200.00.

### **After obtaining an Alcoholic Beverage License, are there any other forms related to the ABCC that I need to file?**

Most likely, yes, you will have to file out more forms for the ABCC. There are many reasons you may have to do so, including changing general managers, changing license types, changing locations, changing hours, and changing from wine and malt to all alcohol. These are only a few of the more common reasons for filing additional forms with the ABCC. Most of these additional forms have a fee of \$200.00. To see a complete list of all of the possible forms you can file with the ABCC, go to the ABCC's website at: [www.mass.gov/abcc/](http://www.mass.gov/abcc/)

## **11. Opening a Retail Store**

### **What do you need to open a Retail Store?**

You will need a Business Certificate from the Hanson Town Clerk's Office to open a Retail Store. Business Certificates have a fee of \$40.00. If you are selling any food, beverages or tobacco products you will need a food permit and/or a tobacco permit from the Hanson Board of Health.

### **Are you going to put up a new sign outside?**

If so, you will need a Sign Permit from Hanson's Building Department. Sign Permit fees vary on the type of sign being built. Applicants should review Section VII(E) and (F) of the Hanson Zoning Bylaw. Applicants should also review the Town of Hanson Sign Regulations. Both the Zoning Bylaw and Sign Regulations may be found on the Hanson Town Website at [www.hanson-ma.gov](http://www.hanson-ma.gov)

### **Are you going to build a new building or remodel an existing building?**

If so, you will need a Building Permit from Hanson's Building Department. Building Permit fees vary on the value of construction being done.

### **Where can I find all of these forms?**

You can find the necessary form and application for opening your Retail Store at: <https://www.hanson-ma.gov/home/pages/online-permitting>

Any forms you cannot find on the Hanson website can be found at the town hall in the department offices that you are to turn the particular forms in to during normal business hours (Monday, Wednesday and Thursday 8am-5pm, Tuesday 8am-8pm and Friday 8am-12pm).

## 12.Board of Health

Below is a list of forms and applications needed by Hanson’s Board of Health, if your business involves such a type of work:

- Retail Food Establishment
- Food Service Establishment
- Temporary Food Permit
- Mobile Food Establishment Permit Application
- Caterer’s Registration Permit
- Frozen Dessert Manufacturing License
- Milk Permit
- Disposal Works Installer Permit Application
- Septage Hauler Permit Application
- Title V Inspector
- Medical Waste
- Funeral Director
- Recreational Camp for Children
- Public Swimming Pool/Whirlpool
- Trash Hauler Permit Application
- Tattoo Establishment Application
- Installation of Well Permit
- Body Piercing Establishment Application
- License to Operate a Tanning Facility Application
- Tobacco and Nicotine Delivery Product Sales Permit Application
- Piggery License
- Horse Permit
- Well Permit

You can find any of these forms at Hanson’s Health Department Office or online <https://www.hanson-ma.gov/home/pages/online-permitting>

**Hours of Operation:**

Monday, Wednesday, Thursday: 8:00 am to 5:00 pm

Tuesday: 8:00 am to 8:00 pm

Friday: Call ahead

**Phone:**

(781) 293-3138

### **13.Select Board**

Below is a list of forms and applications needed by Hanson's Select Board, if your business involves such a type of work:

- Alcoholic Beverage Commission Forms
- Workers Compensation Affidavit
- Antique/Second Hand Shop License Application
- Common Victualler License
- Temporary Transient Vendor License
- Transient Vendors, Hawkers, and Peddlers License
- Used Car Dealer License

Please visit the Hanson Select Board office to obtain any of the forms listed above.

**Hours of Operation:**

Monday, Wednesday, Thursday: 8:00 am to 5:00 pm

Tuesday: 8:00 am to 8:00 pm

Friday: 8:00 am to 12:00 pm

**Phone:**

(781) 293-2131 ext. 100

## 14. Town Clerk

Below is a list of forms and applications needed by Hanson's Town Clerk, if your business involves such a type of work:

- Business Certificate Application
- Business Certificate Discontinuance Form
- Change of Business Location Form

Please visit the Hanson Town Clerk to obtain and complete any of the forms listed above.

**Hours of Operation:**

Monday, Wednesday, Thursday: 8:00 am to 5:00 pm

Tuesday: 8:00 am to 8:00 pm

Friday: 8:00 am to 12:00 pm

*(Closed for Lunch Daily 1:00 to 2:00 pm)*

**Phone:**

(781) 293-2772

## 15. Building Department

Below is a list of forms and applications needed by Hanson's Building/Inspectional Services, if your business involves such a type of work:

- Building Permit Application
- Demolition Permit
- Electrical Permit
- Sign Permit
- Gas Permit
- Installation of a Swimming Pool/Hot Tub Application
- Sheet Metal Permit
- Mechanical Permit
- Remodeling and Repair Permit
- Plumbing Permit
- Tent, Plastic Membrane, or Canopy Type Structure Permit
- Shed Permit
- Woodstove, Fireplace, or Coal Stove Permit
- Zoning Determination/ Site Plan Review Application

You can find any of these forms at Hanson's Building Department Office or online <https://www.hanson-ma.gov/home/pages/online-permitting>

### **Hours of Operation:**

Monday 8:00am-5:00pm

Tuesday 8:00am-8:00pm

Wednesday 8:00am-5:00pm

Thursday 8:00am-5:00pm

Friday 8:00am-12:00pm

### **Phone:**

(781) 293-5503

## 16. Fire Department

Below are the permits and inspections needed by Hanson's Fire Department, if your business involves such a type of work:

- Sprinkler Permit
- Fire Alarm Permit
- Oil Burner Permit
- Propane Storage Permit
- Tank Installation Permit
- Tank Removal Permit
- Smoke/CO Detector Permit

A Business Response Data Form will be required along with an inspection prior to opening of a business.

Contact the Fire Department for necessary forms and to set up a time for an inspection.

For more information you can contact:

Hanson's Fire Department or visit online

<https://www.hanson-ma.gov/home/pages/online-permitting>

Phone:

(781) 293-9571

## **17.Zoning Board of Appeals (ZBA)**

The Zoning Board of Appeals oversees the administering of MGL 40A, the Zoning Act and the Hanson Zoning Bylaw. The Hanson Zoning Board of Appeals is the Special Permit Granting Authority on site plans under Section VII of the Hanson Zoning Bylaw. Applicants proposing to construct a new building for business, restaurant or retail use must apply to the Zoning Board of Appeals for site plan approval. Applicants may require a Special Permit for a change in use based on the location of the proposed business (e.g. a dry goods store becoming a restaurant). Applicants should consult the Hanson Zoning Bylaw to determine which zoning districts will allow for the proposed business use. Contact the ZBA clerk prior to applying to discuss what permits may be necessary.

Applicants may require one of the following based on proposed activity:

- Site Plan Approval
- Special Permit
- Variance

Each of the above forms have associated fees based on the proposed activity.

Application forms may be found on the town website at [www.hanson-ma.gov](http://www.hanson-ma.gov). Additional information may be obtained at the Town Hall during normal business hours.

(Monday, Wednesday and Thursday 8am-5pm, Tuesday 8am-8pm and Friday 8am-12pm).

## 18. Conservation Commission

You may need a permit from the Conservation Commission if your business site includes, or is close to, wetlands or a stream or pond. In such cases, engage a wetland scientist or Professional Engineer to map the resource area. Consult with Conservation Department for the appropriate permit requirements.

For more information you can contact Hanson's Conservation Commission or visit [www.hanson-ma.gov/conservation-commission](http://www.hanson-ma.gov/conservation-commission)

The Hanson Conservation Commission oversees any activity that falls under the jurisdiction of Mass General Law Chapter 131, Section 40, also known as the Wetlands Protection Act. Applicants that are proposing any site construction activity (e.g. parking, building additions) that take place within 100 feet of a resource area must file an application with the Hanson Conservation Commission and the Massachusetts Department of Environmental Protection (DEP) for a permit for the proposed activity.

Some of the following forms may be required based on proposed activity:

- Abbreviated Notice of Resource Area Delineation (ANRAD)
- Notice of Intent
- Request for Determination of Applicability
- Request for Certificate of Compliance

Each of the above forms have fees based on the activity; some fees are shared between the Town of Hanson and the Commonwealth of Massachusetts.

Application information and associated fees may be found on the town website at [www.hanson-ma.gov](http://www.hanson-ma.gov). Additional information may be obtained at the Town Hall during normal business hours (Monday, Wednesday and Thursday 8am-5pm, Tuesday 8am-8pm and Friday 8am-12pm).

## **19.Planning Board/Planning Department:**

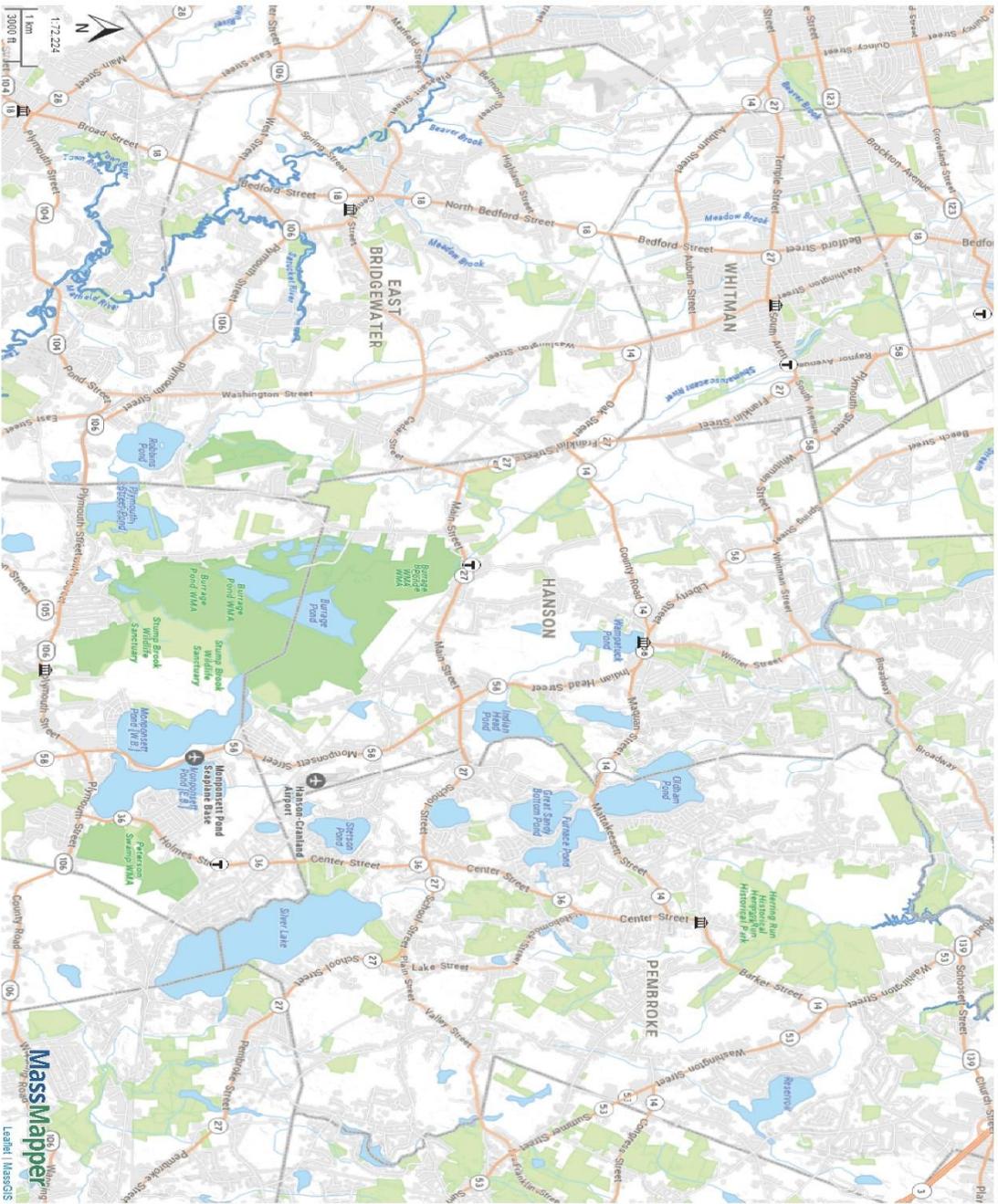
The Town Planner assists the Planning Board in administering the Subdivision Control Law MGL 41 Section 81A-81GG and the Hanson Subdivision Regulations. Applicants proposing to construct roadways or divide parcels of lands must file with the Planning Board for approval. Applicants may wish to meet with the Town Planner to discuss the proposed project to determine which departments the applicant will be required file with.

Some of the following may be required based on the proposed activity.

- Subdivision approval (i.e. construction of a roadway)
- Approval Not Required approval (ANR) (i.e. dividing one parcel into two parcels)
- Adequate Access Determination (Private Roads)
- Stormwater Design

Application information and associated fees may be found on the town website at [www.hanson-ma.gov](http://www.hanson-ma.gov). Additional information may be obtained at the Town Hall during normal business hours (Monday, Wednesday and Thursday 8am-5pm, Tuesday 8am-8pm and Friday 8am-12pm).

# Regional Map

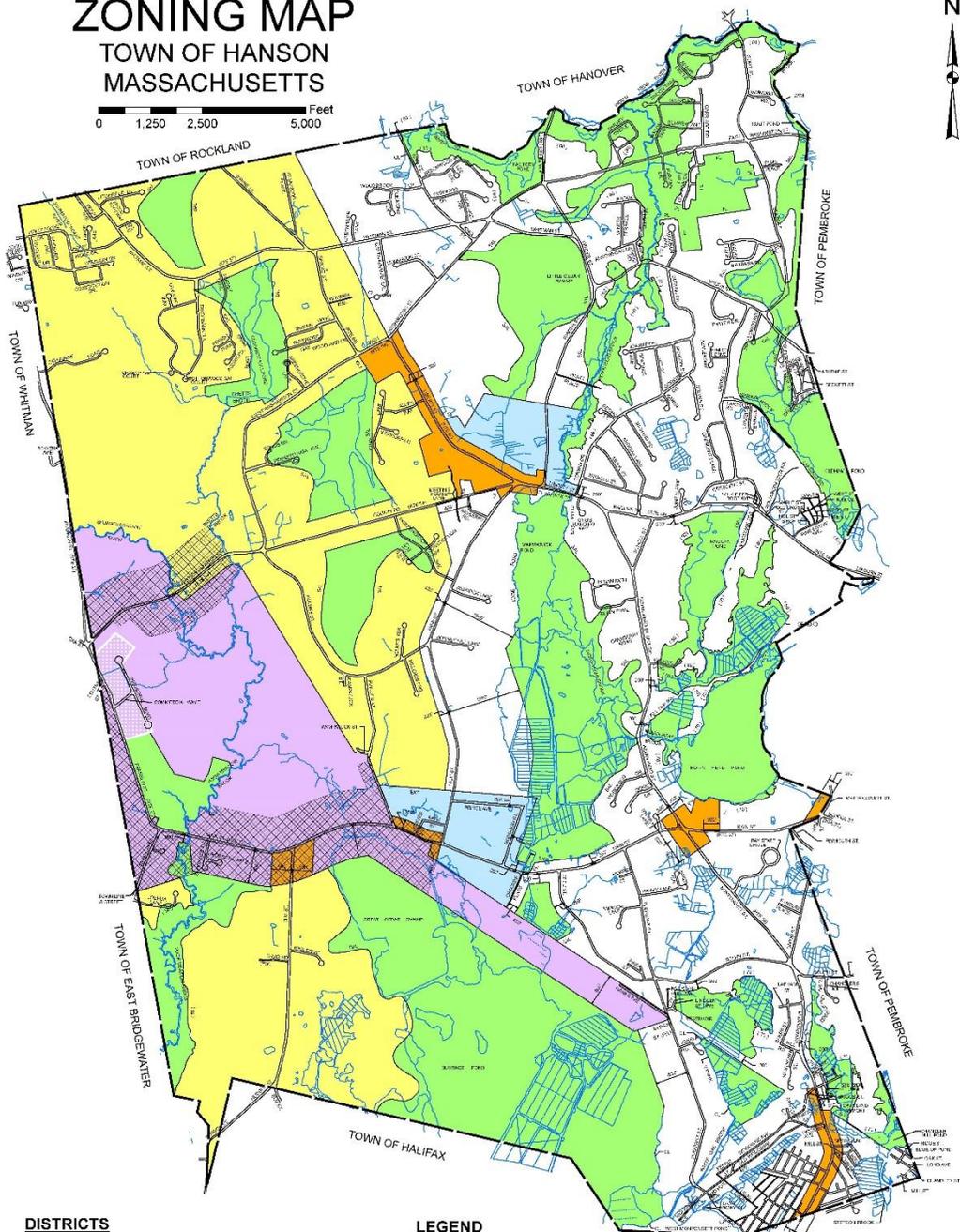


- Commuter Rail Stations
- Town Halls
- Property Tax Parcels
- Detailed Features

# ZONING MAP

## TOWN OF HANSON MASSACHUSETTS

0 1,250 2,500 5,000 Feet



### DISTRICTS

- AGRICULTURE - RECREATION
- RESIDENCE A
- RESIDENCE AA
- RESIDENCE B
- BUSINESS
- COMMERCIAL - INDUSTRIAL
- FLEXIBLE OVERLAY ZONE
- COMM/IND
- BUS
- AGR/REC
- MEDICAL MARIJUANA AND MARIJUANA ESTABLISHMENTS OVERLAY DISTRICTS

### LEGEND

- SAL SOIL ASSOCIATION LINE BOUNDING SOIL ASSOCIATION NO. 1 AS SHOWN ON THE SOIL ASSOCIATION MAP DATED 1965 PREPARED BY THE U.S. SOIL CONSERVATION SERVICE ON FILE WITH THE PLANNING BOARD
- (70) CONTOUR ELEVATION BASED ON AERIAL PHOTOGRAPHY DATED MARCH 1988
- PL PROPERTY LINE
- CL CENTERLINE
- EXT EXTENDED

THIS MAP HAS BEEN PREPARED USING THE 'ZONING MAP OF THE TOWN OF HANSON, MA', ADOPTED JUNE 24, 1989, REVISED MAY 1983 AND INCLUDED THE ZONING BY-LAW AMENDMENTS THROUGH DEC 31, 2019.

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