



ZONING BOARD OF APPEALS

888 WORCESTER STREET • SUITE 160 • WELLESLEY, MA 02482

J. RANDOLPH BECKER, CHAIRMAN
ROBERT W. LEVY, VICE CHAIRMAN
DAVID G. SHEFFIELD

LENORE R. MAHONEY
EXECUTIVE SECRETARY
TELEPHONE
(781) 431-1019 EXT. 2208

WALTER B. ADAMS
DEREK B. REDGATE
PETER COVO

REQUIREMENTS FOR SPECIAL PERMIT APPLICATIONS FOR NON-ACCESSORY PARKING

- I. APPLICATION FORM: Must be filled out completely and signed by the property owner.
 - A. Applicant must read section of Zoning Bylaw applicable to the request for Special Permit and address each requirement and consideration of said section. (Section II A 8 (j), Section XXI., Part D., Subpart 2., Section XXI., Part D., Subpart 3. (Zoning Bylaws may be viewed on the Town Website: www.wellesleyma.gov under Town Departments/Town Clerk.
 - B. A plan submitted in accordance with Section XXI Part D., Subpart 1. Name and address of applicant and date of plan must be included on each plan.
- II. FILING FEE: A check payable to the Town of Wellesley per current fee schedule.
- III. PUBLICATION & MAILING FEE: A check payable to the Town of Wellesley in the amount of \$25.00
- IV. PUBLIC HEARING: Petitioner or representative agent must attend the ZBA Public Hearing.

THE BOARD RECOMMENDS THAT THE PETITIONER REVIEW THE ZONING BOARD OF APPEALS RULES AND REGULATIONS.

TIMELINE AFTER APPROVAL AT A PUBLIC HEARING

1. 14 calendar days from date of hearing for Board members to approve a written decision
2. On 14th day after public hearing, decision is time stamped in the Town Clerk's Office – 20 day appeal period begins
3. After lapse of appeal period - certification by the Town Clerk that no appeals have been filed
4. Recording at the Norfolk County Registry of Deeds, Dedham, MA
5. Submittal of recording slips from Registry of Deeds to Town Clerk, Inspector of Buildings and Zoning Board of Appeals Office



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Date: _____ ZBA: _____

Petition for:	<u>Residential Fee</u>	<u>Commercial & Municipal Fee</u>
Variance	_____ \$200	_____
Special Permit	_____ \$200	_____ \$500
Special Permit/Findings	_____ \$200	_____
Special Permit Renewals	_____ \$150	_____
Signs	_____	_____ \$300
Site Plan Approval without PSI	_____	_____ \$2,000 & Fire Department Consulting Fee
Site Plan Approval with PSI	_____	_____ \$3,500
Appeals	_____ \$200	_____ \$300
Comprehensive Permit	_____	_____ \$750
Publication & Mailing Fees/All Petitions	\$25	\$25
Petitioner assumes all costs for Peer Review		

Property Location: _____ Zoning District: _____

Property located in a: Historic District ☐ Yes ☐ No
 Wetlands Protection Area ☐ ☐
 Water Supply Protection District ☐ ☐

Prior Zoning Decisions: _____ Special Permit/Finding: _____ Variance: _____

Applicable Section(s) of the Zoning Bylaw: _____

Explanation of Request: _____

Requested Relief:

_____ Lot Area _____ Front Yard Depth (Street Setback)
 _____ Lot Coverage _____ Side Yard Width (Side Line Setback)
 _____ Frontage _____ Rear Yard Depth (Rear Line Setback)
 _____ Front Yard Width _____ Other _____

OWNER OF PROPERTY/PETITIONER: _____

MAILING ADDRESS: _____

PHONE: _____ WORK: _____ HOME: _____

SIGNATURE OF OWNER: _____

AGENT FOR PETITIONER (PLEASE PRINT): _____

MAILING ADDRESS: _____

PHONE: _____ WORK: _____ HOME: _____

EMAIL ADDRESS: _____