

# **WELLESLEY ZONING BYLAW**

## **SECTION 6.2. PERMIT GRANTING AUTHORITY**

**Instruction for Appeals due to inability to obtain a permit or enforcement action from any administrative officer, or aggrieved by an order or decision of the Building Inspector, or other administrative official, in violation of any provision under the Zoning Bylaw and the Zoning Act (Chapter 40A, Mass. General Laws, as amended)**

### **C. Appeals.**

1. An appeal to the Permit Granting Authority, as herein provided, may be taken by any person aggrieved by reason of his inability to obtain a permit or enforcement action from any administrative officer under this Zoning Bylaw and the Zoning Act (Chapter 40A, Mass. General Laws, as amended), by the regional planning agency in whose area the Town is situated, or of an abutting city or town aggrieved by an order or decision of the Building Inspector, or other administrative official, in violation of any provision of this Zoning Bylaw or of the Zoning Act (Chapter 40A, Mass. General Laws, as amended).
2. Any appeal under this Section to a Permit Granting Authority shall be taken within thirty (30) days from the date of the order or decision which is being appealed, by filing a notice of appeal, specifying the grounds thereof, with the Town Clerk, who shall forthwith, within two business days, transmit copies thereof to such officer or board whose order or decision is being appealed, and to the Permit Granting Authority. Such officer or board shall forthwith, within seven (7) days, transmit to the Permit Granting Authority copies of all documents and papers constituting the record of the case in which the appeal is taken.
3. The concurring vote of all the members of the ZBA shall be necessary to reverse any order or decision of any administrative official under this Zoning Bylaw, or the Zoning Act (Chapter 40A, Mass. General Laws, as amended).
4. If the granting or denial by the ZBA of an appeal would result in or constitute the issuance of a building permit, the ZBA shall issue to the owner and to the applicant if other than the owner, a copy of its decision, certified by the Permit Granting Authority, containing the name and address of the owner, identifying the land affected, setting forth compliance with any statutory requirements for such a decision and certifying that copies of the decision and all plans referred to in the decision have been filed with the Planning Board and with the Town Clerk. No building permit resulting from or constituted by such a decision shall take effect until a copy of the decision bearing the certification of the Town Clerk that twenty (20) days has elapsed and, pursuant to the applicable provisions contained with Chapter 40A, Mass. General Laws, as amended, no appeal has been filed, or that if such appeal has been filed, that it has been dismissed or denied, is recorded in the Registry of Deeds for the county and district in which the land is located, and indexed in the grant or index under the name of the owner of record, or is recorded and noted on the owner's certificate of title. The fee for recording or registering shall be paid by the owner or applicant.

**AFTER FILING AN APPEAL WITH THE TOWN CLERK,  
YOU MUST FILE AN APPLICATION WITH THE ZONING  
BOARD OF APPEALS OFFICE TO GET THE APPEAL ONTO  
THE NEXT AVAILABLE PUBLIC HEARING AGENDA.**

**MATERIALS REQUIRED TO GET AN APPEAL ONTO THE  
ZBA PUBLIC HEARING AGENDA:**

- **COMPLETED APPLICATION FORM**
- **CHECK FOR \$225 (application fee + mailing & publication fee)**

TOWN OF WELLESLEY



MASSACHUSETTS

## 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

Date: \_\_\_\_\_

ZBA: \_\_\_\_\_

Petition for:	Residential Fee	Commercial & Municipal Fee
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: \_\_\_\_\_