

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)**



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:	<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	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Wetlands Protection Area	<input type="checkbox"/>		<input type="checkbox"/>	
Water Supply Protection District	<input type="checkbox"/>		<input type="checkbox"/>	

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: _____