

Application No. _____
Date Filed: _____

**Town of Winthrop
Zoning Board of Appeals
Application for
Variance or Appeal Form
from Decision of Building Commissioner**

All parts of this application shall be completed. Incomplete filings will be rejected and no hearing shall be scheduled.

Applicant must present evidence that tends to indicate that the circumstances relating to soil conditions, shape or topography, specifically the land of structures, but not the zoning district in general and literal enforcement of the provisions of this title would involve substantial hardship, financial or otherwise, to petitioner or applicant, that desired relief may be granted without nullifying or substantially derogating from the intent or purpose of this ordinance and that the relief granted would not create substantial detriment to the public good.

ADDRESS OF PROPERTY: _____

I hereby request a hearing before the Winthrop Board of Appeals.

1. Applicant submitting this application is:

Name: _____

Address: _____

City/Town: _____

Telephone: _____

2. Applicant is:

Owner _____ Lessee _____ Prospective Purchaser _____

3. The following person is hereby designated to represent applicant in matters arising hereunder:

Name: _____

Address: _____

Telephone: _____

4. The land for which this application is submitted is owned by:

Name: _____

Address: _____

Telephone: _____

5. The land described in this application is recorded in Suffolk County Registry of Deeds at:

Book _____ Page _____ or Instrument No. _____

6. Plans describing and defining the variance or appeal are included herewith and made a part hereof and are entitled:

7. A map describing the land uses of adjacent and nearby properties shall be included and made a part hereof.

Check here to indicate inclusion: ()

8. A locus map () copy of the Town of Winthrop or uses topographic sheet with site marked for which permit is requested is included and made a part of this application.

Check here to indicate inclusion: ()

- 9(a) Is the site of this application subject to *Wetlands Protection Act* (M.G.L. c. 131, § 40A or Chapter 130, § 105)?

Yes _____ No _____

- 9(b) Is the location of the site of this application within 100 feet of a coastal beach: salt marsh land under the ocean?

Yes _____ No _____

10. Describe the property for which this application is being submitted, including dimensions of the land, existing buildings, if any, availability of utilities, sewer, water, etc.

11. What is the EXACT nature of the appeal or variance requested in this application?

12. Describe the soil conditions, shape or topography especially affecting the land or structure in question, but affecting generally the zoning district in which the land or structures are located which require applicant to seek this variance.

13. Describe how the enforcement of the provisions of the Zoning Ordinances would involve substantial hardship, financial or otherwise, to the undersigned.

14. Describe how the desire relief may be granted without substantial detriment to the public good.

15. Describe how the variance desired may be granted without nullifying or substantially derogating from the intent of the Zoning Ordinances.

NOTE: The law does not permit the Board of Appeals to grant a variance unless all requirements set forth in Massachusetts General Laws Chapter 40A, Section 10 are satisfied. Each of the above categories must be listed in detail.

Date of Denial by Building Commissioner and/or Planning Board: _____

Signature of Applicant

Date

Signature of Owner

Date

Signature of Designated Representative

Date

ALL MUST SIGN THIS APPLICATION

Received from the above Applicant the sum of \$ _____ to apply against administrative and mailing costs.

By: _____

Date

Notice of Application to Board of Appeals made herewith.

Town Clerk

**Town of Winthrop
Building Department
100 Kennedy Drive
Winthrop, MA 02152
617-846-1341**

Board of Appeals Application Check List

The following items need to be filed with the **Town Clerk's Office** by 4:00 p.m. on or before the monthly deadline. You may find the yearly calendar for dates of filing deadlines and meetings on line at www.town.winthrop.ma.us – Boards & Commissions – Board of Appeals – Yearly Meeting Calendar **OR** check the Posted Notices at Town Hall.

10 complete sets of the following must be bound or clipped together:
(Less than 10 will not be accepted)

- | | Check
List |
|--|---------------|
| 1) Completed Application | _____ |
| 2) Denial Letter from the Building Commissioner | _____ |
| 3) Certified Plot Plan with Locus and
Table of Dimensional Requirements
Preferred maximum size of 11"x17" | _____ |
| 4) Copy of Deed with book and page number | _____ |
| 5) Blue Prints (if applicable) – size – 11"x17" | _____ |

Also you must include:

2 sets of Abutter's labels
(Obtained by separate application submitted to the Assessor's Office – Cost \$10) _____

Fees:

- \$375** – Filing Fee – Payable to the: **Town of Winthrop**
- \$100** – Legal Notice Publication Fee – Payable to the: **Winthrop Sun Transcript**

The Building Commissioner must review and approve all applications for completion before filing with the Town Clerk's Office, Town Hall, One Metcaif Square, Room 5, Winthrop, MA 02152. An appointment may be necessary, please call 617-846-1341 to schedule.

You may provide photograph and other documentation (Exhibits) after the deadline but prior to the hearing to assist the BOA in making its decision.

Amount Due _____
Paid _____
Date _____

TOWN OF WINTHROP
MASSACHUSETTS



BOARD OF ASSESSORS

One Metcalf Square
Town Hall - Room 1
Winthrop, Massachusetts 02152

Allen E. Maruzzi,
Chairman

Peter T. Gill

Telephone: 617/846-2716
Facsimile: 617/846-4780

CERTIFICATION OF ABUTTERS

PROPERTY OWNER.....

MAILING ADDRESS.....

PROPERTY LOCATION.....

ASSESSORS MAP/PARCEL.....

APPLICANT.....PHONE.....

APPLICANT SIGNATURE.....

AUTHORITY REQUESTING LIST.....

DATE SUBMITTED.....

LIST REQUESTED.. 500ft___ 300ft___ 150ft___

Abutter to Abutter (MGL Ch 40a-11)___ Abutters (MGL Ch131-40)___

I, _____, acting as a custodian of assessment records

do hereby certify that the attached documents contain true and complete information from the most recent tax list of the Town of Winthrop, Massachusetts.

I further state that these documents include the names and addresses of abutters as requested above _____

Date: _____

ASSESSOR'S OFFICE
Town of Winthrop

Massachusetts General Law c. 40A, s. 11, "The assessors maintaining any applicable tax list shall certify to the permit granting authority or special permit granting authority the names and addresses of parties in interest and such certification shall be conclusive for all purposes."

Massachusetts General Law c. 131, s. 40, "Any person filing a notice of intention with a conservation commission shall at the same time give written notification thereof, by delivery in hand or certified mail, return receipt requested, to all abutters within one-hundred feet of the property line of the land where the activity is proposed, at the mailing addresses shown on the most recent applicable tax list of the assessors, including, but not limited to, owners of land directly opposite said proposed activity on any public or private street or way, and in another municipality or across a body of water."

Assessors Office requires at least a two day processing turn around

"The applicant is solely responsible for requesting the appropriate abutters list required by the applicable Mass General Law."