

INSTRUCTIONS FOR PETITIONERS FILING TO APPEAR BEFORE THE PERMIT OR SPECIAL PERMIT GRANTING AUTHORITY

1. Please review all rules and regulations of the Authority prior to appearing before the Board.
2. An appeal to the Permit Granting Authority shall be taken within thirty days from the date the order or decisions which are being appealed.
3. The applicant is responsible for paying the advertising fees. Please make a check payable to **The Enterprise for \$317.22**, which is the current advertising rate. Please note that we have no control over the cost of advertising; therefore, if the Enterprise changes their fees **you will be responsible for the additional charge**. In addition, a **filing fee of \$50 made payable to the Town of West Bridgewater must also accompany your application for an appeal**.
4. The Petitioner's application must first be denied by the Building Inspector, Planning Board, or Zoning Administrator before being filed with the Zoning Board of Appeals.
5. To be granted a variance, a petitioner must establish that owing to circumstances relating to the soil conditions, shape, or topography of such land or structures and especially affecting such land or structures but not affecting generally the zoning district in which it is located, literal enforcement of the provisions of the ordinance or bylaw would involve substantial hardship, financial or otherwise, to the petitioner or appellant, and that desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of such ordinance or bylaw.
6. In order to expedite consideration of your appeal, include all factors that may be relevant to the question of items set forth in Paragraph 4.
 - a. A Site Plan, stamped by an Engineer, with all pertinent dimensions, must be submitted (17 copies). See Section 7.2, Site Plan, of the Town of West Bridgewater Zoning By-Laws. If a Site plan review is not required, as determined by the Building Inspector, three (3) copies of the plan must be submitted to the Zoning Board of Appeals with the application.
7. If your petition is for a special permit rather than a variance, be prepared to present data that tends to indicate that the public convenience and welfare will be substantially served by granting the permission requested; that the permission requested will not tend to impair the status of the neighborhood; and that the permission requested will be in harmony with the general purposes and intent of the regulations in the Zoning By-Laws.
8. A list of abutters within 300' must be submitted with the application so that they may be notified of the Public Hearing. **The list of abutters can be obtained in the Assessor's office by filling out a request and paying a fee of \$25.00.**

BY THE ZONING BOARD OF APPEALS
TOWN OF WEST BRIDGEWATER

MASSACHUSETTS BOARD OF APPEALS

APPLICATION FOR HEARING

DATE: _____

Name of Applicant or Appellant: _____

Address: _____

Phone Number: _____

Location of Property: _____

Applicant is _____ (owner, tenant, licensee, prospective purchaser)

Nature of application or appeal: _____

Applicable Section of Building, Zoning Bylaw _____

Date of Denial:

Building Inspector _____

Planning Board _____

Zoning Administrator _____

I hereby request a hearing before the Permit or Special Permit Granting Authority with reference to the above noted application or appeal.

Received from the above applicant, the sum of \$ _____ to apply against advertising costs.

Received from the above applicant, the sum of \$ _____ for the filing fee.

BOARD OF ASSESSORS
65 North Main St.
West Bridgewater, MA 02379

ABUTTER LIST REQUEST
(Please allow 10 days for final list)

Please check one 300'- Zoning & Conservation
 500'- Subdivision

MAP _____ LOT _____
PARCEL REQUESTED _____
RECORD OWNER _____
FOR WHICH BOARD _____
REASON FOR REQUEST _____
CONTACT PERSON _____ TELEPHONE # _____
SIGNATURE _____ DATE _____

COST \$25.00* *PLUS \$5.00 FOR EACH ADDITIONAL PARCEL REQUESTED
(Due with request form)

FOR CERTIFICATION ONLY: If there are omitted names, address or parcels on the list to be certified, a charge of \$2.00 per parcel will be charged for any additions, deletions, or corrections that are made.

CERTIFIED LIST OF ABUTTERS

West Bridgewater, MA 02379

This is to certify that at the time of the last assessment for taxation made by the Town of West Bridgewater, the names and addresses of the parties assessed as adjoining owners to the parcel of land shown as above written

Assessor