TOWN SEAL
tel: 781-631-1529
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Revision Date: 12-14-15

Town of Marblehead

ZONING BOARD OF APPEALS

Mary A. Alley Municipal Building
7 Widger Road, Marblehead, MA 01945

ZBA APPLICATION

Town Clerk

Project Address_____

Assessor Map(s)_____ **Parcel Number(s)**_____

OWNER INFORMATION

Signature_____ **date**_____

Name (printed)_____

Address _____

Phone Numbers: home _____ **work** _____

E-mail _____ **fax** _____

APPLICANT or REPRESENTATIVE INFORMATION (if different from owner)

Signature_____ **date**_____

Name (printed)_____

Address _____

Phone Numbers: home _____ **work** _____

E-mail _____ **fax** _____

PROJECT DESCRIPTION & RELIEF REQUESTED (attach additional page if necessary)

_____

_____

_____

_____

- ***Please schedule a Zoning / Application review with the Building Department by calling 781-631-2220.***
- ***Obtain the Town Clerk's stamp and submit 12 copies of each of the following to the Town Engineer's Office:***
  - ***the signed and stamped application (3 pages);***
  - ***current survey plan (not older than 90 days) as prepared by a Registered Professional Land Surveyor;***
  - ***the project design plans as required;***
  - ***check for the applicable fee payable to the Town of Marblehead.***
- ***Any relevant permit(s) that were previously issued must be available for review by the Board of Appeals at the scheduled hearing. (Section 3(D), Board of Zoning Appeals Rules & Regulations).***

REQUIRED SIGNATURES

1. Building Commissioner (pages 1, 2 and 3) _____

2. Town Clerk's stamp (upper right corner)

View Bylaws - (Chapter 200, Zoning) - online at: ***www.marblehead.org/***

Project Address_____ **Map(s) / Parcel(s)**_____

ZONING DISTRICT (circle all that apply)

B B1 BR CR SCR ECR GR SGR SR SSR ESR SESR HBR U SU

CURRENT USE (explain) _____

CURRENT USE CONFORMS TO ZONING (Article IV, Table 1)

Yes _____ **No** _____ (explain)_____

PROPOSED CHANGE OF USE

No _____ **Yes** _____ (explain)_____

PROPOSED CONSTRUCTION QUALIFIES AS "Building New" (§200-7) **Yes** _____ **No** _____

EXISTING DIMENSIONAL NON-CONFORMITIES (check all that apply)

_____ **Lot Area -** Less than required (§200-7 and Table 2)
_____ **Lot Width -** Less than required (§200-7)
_____ **Frontage -** Less than required (§200-7 and Table 2)
_____ **Front Yard Setback -** Less than required (Table 2)
_____ **Rear Yard Setback -** Less than required (Table 2)
_____ **Side Yard Setback -** Less than required (Table 2)
_____ **Height -** Exceeds maximum allowed (§200-7 and Table 2)
_____ **Open Area -** Less than required (§200-7, §200-15.B(4) and Table 2)
_____ **Parking -** Less than required; undersized; tandem (§200-17 to §200-21) (circle all that apply)
_____ **Other Non-conformities** (explain) _____
_____ **No Existing Dimensional Non-conformities**

NEW DIMENSIONAL NON-CONFORMITIES (check all that apply)

_____ **Lot Area -** Less than required (§200-7 and Table 2)
_____ **Lot Width -** Less than required (§200-7)
_____ **Frontage -** Less than required (§200-7 and Table 2)
_____ **Front Yard Setback -** Less than required (Table 2)
_____ **Rear Yard Setback -** Less than required (Table 2)
_____ **Side Yard Setback -** Less than required (Table 2)
_____ **Height -** Exceeds maximum allowed (§200-7 and Table 2)
_____ **Open Area -** Less than required (§200-7, §200-15.B(4) and Table 2)
_____ **Parking -** Less than required; undersized; tandem (§200-17 to §200-21) (circle all that apply)
_____ **Exceeds 10% Expansion Limits for Non-conforming Building** (§200-30.D)
_____ **Other Non-conformities** (explain) _____
_____ **No New Dimensional Non-conformities**

ADDITIONAL HEARINGS REQUIRED

Conservation Commission **Yes** _____ **No** _____
Historic District Commission **Yes** _____ **No** _____
Planning Board **Yes** _____ **No** _____

DESIGN & SURVEY PLANS MEET -ZBA- RULES & REGULATIONS (Sections 3(A) and 3(C))

Yes _____ **No** _____ (explain)_____

Building Official _____ **Date**_____

Project Address_____ **Map(s) / Parcel(s)**_____

NET OPEN AREA (NOA)	***EXISTING***	***PROPOSED***
Lot area = A	_____	_____
Area of features		
footprint of accessory building(s)	_____	_____
footprint of building	_____	_____
footprint of deck(s), porch(es), step(s), bulkhead(s)	_____	_____
number of required parking spaces _____ x (9'x 20' per space)	_____	_____
area of pond(s), or tidal area(s) below MHW	_____	_____
other areas (explain)_____	_____	_____
Sum of features = B	_____	_____
Net Open Area (NOA) = (A - B)	_____	_____

GROSS FLOOR AREA (GFA)			
accessory structure(s)		_____	_____
basement or cellar (area >5' in height)		_____	_____
1st floor (12' or less in height)	NOTE: [for heights exceeding	_____	_____
2nd floor (12' or less in height)	12' see definition	_____	_____
3rd floor (12' or less in height)	of STORY §200-7]	_____	_____
4th floor (12' or less in height)		_____	_____
attic (area >5' in height)		_____	_____
area under deck (if >5' in height)		_____	_____
roofed porch(es)		_____	_____
Gross Floor Area (GFA) = sum of the above areas		_____	_____

Proposed total change in GFA = (proposed GFA - existing GFA) = _____

Percent change in GFA = (proposed total change in GFA ÷ existing GFA) x 100 = _____%

Existing Open Area Ratio = (existing NOA ÷ existing GFA) = _____

Proposed Open Area Ratio = (proposed NOA ÷ proposed GFA) = _____

This worksheet applies to the following plan(s):
1. plan by/dated _____
2. plan by/dated _____
3. plan by/dated _____

Building Official _____ **Date** _____