



# TOWN OF GRANBY

BOARD OF APPEALS  
Senior Center Building, 2<sup>nd</sup> Floor  
10-B West State Street  
Granby, MA 01033

## GUIDELINE TO FILE FOR APPLICATION FOR HEARING FOR ZONING BOARD OF APPEALS

### Submission must have:

1. Written denial from Building Inspector/Zoning Officer
2. One (1) "Application for Hearing" completely filled out.
3. Complete Surveyed Site Plan showing pin location, building location and proposed additions. A topography map (if available)
4. Complete permit plans including elevations
5. A certified list of abutters prepared by assessor's office.   
(Prepared within three (3) months of the "effective date of submission").
6. Filing Fee - \$125.00
7. Other Fees -   
In addition to the required application fee:  
**Notice to Abutters-** Actual cost of postage (certified mail with return receipts)  
**Public Hearing Advertisement-** Actual cost

The Applicant must then bring the "Application for Hearing", along with the fees, plans and documents 10-B West State Street and give them to the Cathy Leonard who will then have a ZBA member make sure the submission is complete. Which then constitutes the "effective date of submission" and at which time the review process will begin.

**THIS GUIDELINE TO BE GIVEN TO APPLICANT**



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Application for Hearing

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

Name of applicant or appellant: \_\_\_\_\_

Address: \_\_\_\_\_

Location of property: \_\_\_\_\_

Applicant is \_\_\_\_\_, (owner, tenant, licensee, prospective purchaser—give name and address of owner if applicant/appellant is not owner)

Nature of application or appeal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicable section of Building, Zoning By-Law: \_\_\_\_\_  
Date of denial by Building Inspector/Zoning Officer \_\_\_\_\_

I hereby request a hearing before the Board of Appeals with reference to the above noted application or appeal. I have received a copy of the Rules and Regulations of the Board of Appeals and I understand that I must bring the information described in Article II, Section 5 of those rules and regulations to the public hearing. I also understand that my failure to supply this information will result in the postponement of the hearing until I make the information available to the Board.

\_\_\_\_\_  
(Signature of Applicant/Appellant)

\_\_\_\_\_  
(Signature of owner if different)

Received from about applicant, the sum of \$125.00. YES \_\_\_\_\_ NO \_\_\_\_\_

**PLOT PLAN**

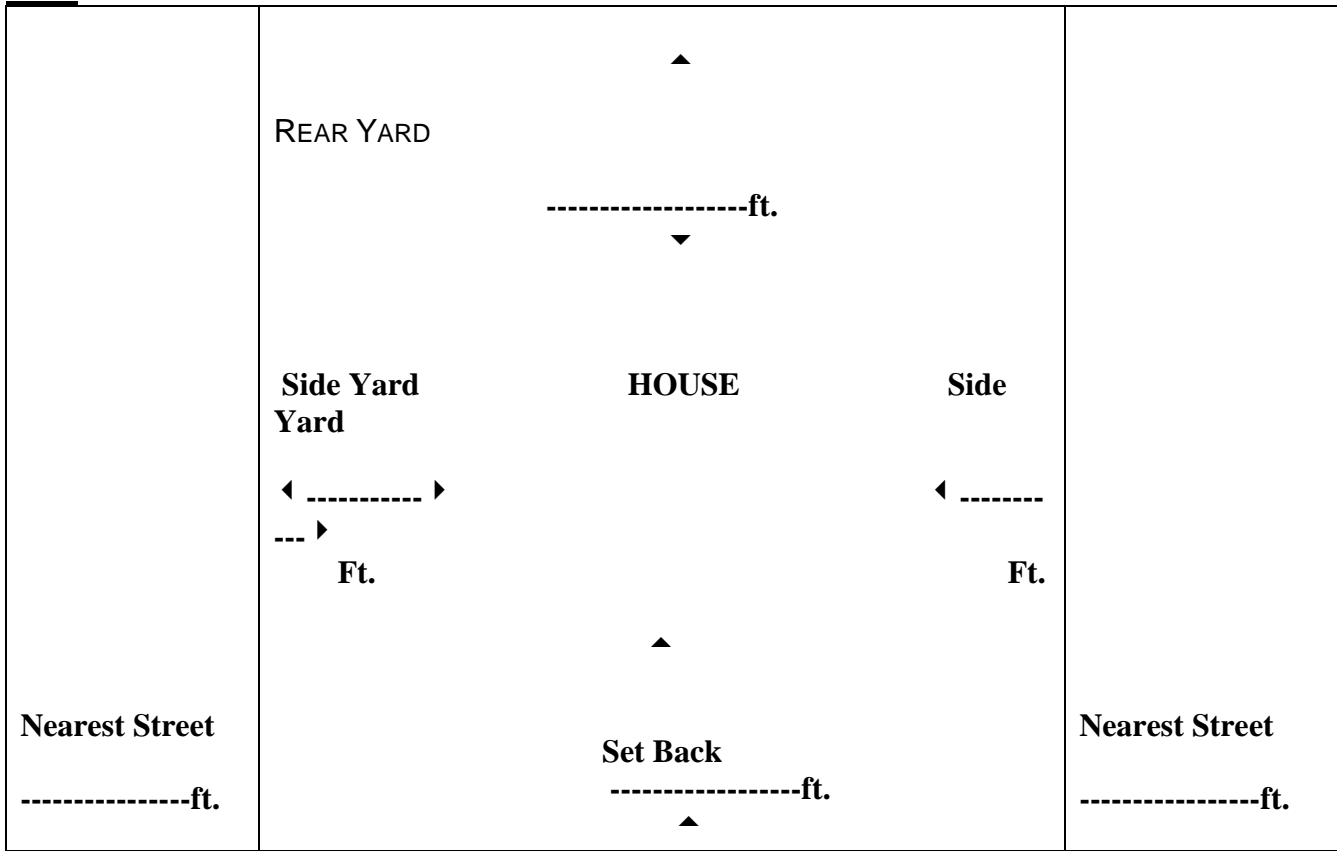
**DATE:** \_\_\_\_\_

**HOUSE NUMBER** \_\_\_\_\_

**LOT NUMBER** \_\_\_\_\_

**OWNER OF LAND** \_\_\_\_\_

**ZONE** \_\_\_\_\_



\_\_\_\_\_ **Street/Avenue/Road**

**Mark North Point**

**Signature** \_\_\_\_\_