



TOWN SEAL

tel: 781-631-1529

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Revision Date: 08-01-2025

Town of Marblehead **ZONING BOARD OF APPEALS**

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

ZBA APPLICATION

PAGE 1 of 3

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 Community Development & Planning 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: <https://marbleheadma.gov/>

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ZBA-APPLICATION
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Revision Date: 12-02-2020

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(2) 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(2) 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** _____

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Revision Date: 12-02-2020

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 18' 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 1. plan by/dated _____
to the following plan(s): 2. plan by/dated _____
3. plan by/dated _____

Building Official _____ Date _____