

The City of Revere, Massachusetts



City Hall

281 Broadway
Revere, MA 02151
(781) 286-8160
(781) 286-8206 FAX

Ashley E. Melnik
City Clerk

Office of the City Clerk

To: Applicants Seeking a Change of Zoning Ordinances
or a Change of the Zoning Map from the Revere City Council
From: Ashley E. Melnik, City Clerk
RE: Application Procedure

The Revere City Council requires all applicants seeking a change of the Zoning Ordinances or a change of the Zoning Map to submit the following documents:

1. An application for a change of the Zoning Ordinances or a change of the Zoning Map from the Revere City Council.
2. An application for an amendment of the Zoning Map shall include a plan indicating the parcels that will be affected by the proposed Zoning Map amendment.
3. The required fees for submission of an application for a change of the Zoning Ordinances or a change of the Zoning Map to the Revere City Council.

Please note that applications for a change of the Zoning Ordinances or a change of the Zoning Map will not be accepted unless the applicant fulfills all of the application requirements of the Revere City Council.

10/28/88
10/10/02
7/21/05
5/24/11
2/1/17

City of Revere, Massachusetts
Schedule of Fees
for Public Hearing
for Licenses, Permits, Zoning Amendment, Board of Appeals

Applicant is required to secure a certified list of abutters and abutters to the abutter as required by Chapter 40A, Section 11 of the Massachusetts General Laws from the City of Revere Board of Assessors and the Board of Assessors of neighboring cities and towns if required, and submit said certified list(s) to the City Clerk's Office with the completed application and separate checks listed below.

(The Board of Assessors shall provide a hard copy of the certified list(s) and two (2) sets of mailing labels to facilitate the mailing of first notices and decision notices.)

1.) City of Revere	<u>\$180.00</u>
For administrative expenses of the City Clerk's Office. (\$180.00)	

2.) Revere Journal	<u>\$140.00</u>
Legal advertising expenses relative to variance public hearing (\$70.00/week)	

3/18/91
3/27/92
2/2/94
9/7/94
12/5/96
7/21/05
5/24/11
2/1/17

**Plot Plan Requirements
Relative to the Submission of
Variance Application to the Zoning Board of Appeals
Special Application to the Revere City Council**

1. Applications to the Zoning Board of Appeals or the Revere City Council must include a plot plan illustrated in black ink on 8½' x 14; mylar suitable for recording in the Suffolk County Registry of Deeds in accordance with Suffolk County Registry of Deeds' standards.
2. The plot plan must illustrate lot or lots for which application is submitted. Multiple lots assembled to form a buildable lot must be illustrated with hash lines between lots to indicate location of multiple lots. Applications for variances for subdivision purposes must include existing lot lines illustrated with hash lines as well as proposed new lot lines illustrated by bold lines. Plot plans submitted for variance for subdivision purposes must include existing as well as proposed lot numbers.
3. The plot plan must illustrate lot dimensions, i.e., lot frontage and lot size. Plan must also illustrate yard dimensions, i.e., front, side and rear yard setbacks.
4. Plot plan must include calculations of percentage of principal building coverage on the lot, usable open space and current and proposed building and/or structure height. (See section 17.24.010 of Revere Zoning Ordinances for reference.)
5. Plot plan must illustrate parking spaces. (See Section 17.28.020 of Revere Zoning Ordinances for requirements.)
6. Plot plan must indicate current zoning designation of lot as well as street address of lot.
7. Plan must illustrate all existing structure, stairs, decks, chimney foundations, swimming pools, sheds, patios, etc.
8. Plan must illustrate the exact distance of structures on direct abutting properties in proximity to the applicant's property.
9. Plan must indicate the names of direct abutters illustrated on their adjoining properties.
10. Plan must illustrate the amount of new increased square footage being requested by this application.
11. Plan must illustrate the proposed number of stories and height of the proposed structure.

10/28/88

12/1/89 amended

2/2/94 amended

3/27/05 amended

**City of Revere, Massachusetts
Revere City Council
Application For
Change of Zoning Ordinance
or Zoning Map**

All parts of this application and the attached documents shall be completed and submitted under the pains and penalties of perjury. Incomplete filings may be rejected.

The applicant must be prepared to present data that tends to indicate that the public convenience and welfare will be substantially served by granting the exception or permission requested. That the exception or permission requested will not tend to impair the status of the neighborhood; that the exception or permission requested will be in harmony with the general purposes and intent of the Revised Ordinances of the City of Revere.

I hereby request a hearing before the Revere City Council for the following:

- A. Application for change of zoning (Revised Ordinances of the City of Revere, Title 17, Chapter 17.56, Sections 17.56.010 – 17.56-030).
- B. Application for change of zoning map (Revised Ordinances of the City of Revere, Title 17, Chapter 17.12, Sections 17.12.010 – 17.12.030).

1. Applicant submitting this application is:

Name: _____

Address: _____

Tel. #: _____

2. Applicant is: _____ City Council
 _____ Individual Owning Land Affected by Change
 _____ Request by Registered Voters
 _____ Planning Board
 _____ Regional Planning Agency

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

Name: _____

Title: _____

Address: _____

Tel. #: _____

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

Name: _____

Address: _____

Tel. #: _____

5. The land described in this application is recorded in Suffolk County Registry of _____,

Book _____, Page _____. Certificate # (if registered) _____,

Book _____, Page _____.

6. Plans describing and defining the Exception to Use Regulations In Certain Districts, the Special Permit or Special Permit For Alteration and Extension of Nonconforming Uses are included herewith and made a part hereof and are titled and dated:

Lot # _____ Sq. Ft. _____

7. A map describing the land uses of adjacent and nearby properties is included and made a part of this application.

8. A locus map (8½" x 11") copy of City of Revere or USGS topographic sheet with site marked for which permit is requested is included and made a part of this application.

9A. Is the site of this application subject to the Wetland Protection Act (M.G.L., Chapter 131, Sec. 40A or Chapter 130, Sec. 105)?

yes

no

do not know

9B. Is the location of the site of this application within 100 feet of:

_____ a coastal beach; _____ salt marsh; _____ land under the ocean;

_____ do not know; _____ no.

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

11. What is the nature of the change of zoning ordinance or change of zoning map requested in this application?

I hereby certify under the pains and penalties of perjury that the foregoing information contained in this application is true and complete.

Signature of Applicant

Date

Signature of Owner

Date

Signature of Designated Representative

Date

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

Date Submitted to the Revere Planning Board:
