

TOWN OF MATTAPOISETT
BOARD OF APPEALS
PROCEDURAL RULES

1. The Board will hold hearings on Appeals, having been properly advertised, on the third Thursday of the month. Special meetings may be held at other times at the call of the Chairman.
2. Residence Use Variance \$300.00; Special Permit \$200.00; Appeal \$300.00
Commercial Variance \$350.00; Special Permit \$300.00; Appeal \$300.00
Comprehensive Permit \$5000.00 Filing Fee; 1-10 acres 7000.00 Additional
11-20 Acres \$9000.00 Additional
21 + Acres \$11000.00 Additional

Said fee schedule to be effective October 1, 2010
3. All petitions for variances or applications for special permits shall be submitted on the form entitled "Application for Special Permit or Variance". Such petition or application shall not be considered complete unless accompanied by all the information designated in the form entitled :instructions for Filing applications for Special Permits, Variances or Appeals" . In addition, the Board may require a report of a percolation test by the Board of Health, a transcript of actions of denials of other boards of State agencies, or any other pertinent material necessary to consider the petition of application.
4. The hearings are open meetings to any interested parties. Applicant should be present at the hearing or be represented by counsel or a representative designated by him.
5. The hearings shall be conducted by the Chairman or any other member designated by him to serve in his absence. The hearings shall not be subject to Rules of Evidence and be conducted informally.
6. Notice of the decision of the Board will be mailed after the conclusion of the hearing.
7. All petitions for appeal shall be submitted on the form entitled "Application for Appeal". Such petition shall not be considered complete unless accompanied by all the information designated in the form entitled: instructions for Filing Applications for Special Permits, Variances or Appeals: In addition, the Board may require a report of a percolation test by the Board of Health, a transcript of actions or denials or building permits, or actions of other boards of state agencies, or any other pertinent material necessary to consider the appeal.
8. The Chairman is authorized to confer with Town Counsel or such other persons, as he deems necessary to prepare the written decisions of the Board.
9. The rules may be amended, deleted or added to by majority vote of the Board at any time.

Mattapoisett Board of Appeals

