

**EXHIBIT B**

**TOWN OF BROOKLINE BOARD OF APPEALS**  
**APPLICATION FOR APPEAL OF ADMINISTRATIVE DECISION**

(See M.G.L. c. 40A §8, BOA Rules and Regulations, and Zoning By-laws §7.03.2.e)

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant(s):** \_\_\_\_\_ **Address:** \_\_\_\_\_

\_\_\_\_\_

**Owner(s) of Record:** \_\_\_\_\_ **Address:** \_\_\_\_\_

\_\_\_\_\_

**Address of Premises:** \_\_\_\_\_ **Brookline, MA**

**Deed recorded in Registry of Deeds, Book** \_\_\_\_\_ **Page** \_\_\_\_\_

**or registered in the Land Registration Office under Certificate No.** \_\_\_\_\_

**Tax Assessor's Property ID No.:** \_\_\_\_\_ **Map:** \_\_\_\_\_ **Block:** \_\_\_\_\_ **Lot:** \_\_\_\_\_

1. What are you appealing and why? Is it an inability to obtain a building permit, enforcement action, order or decision of the Building Commissioner/Building Official? (Please attach copy)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Are you within the 30-day appeal period (M.G.L. c. 40A, §15)? Yes\_\_\_ No \_\_\_

3. Provide the grounds for the appeal and legal reasons why you assert that the order or decision is legally not valid. (Please attach copy)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. What outcome do you request if your appeal is upheld?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Certification and Signatures**

*(Signatures of Appellant(s) and Owner(s) of Record (if different than the appellant) are required.)*

*The original Application with ten (10) complete copies of the application and supporting documentation to include: a copy of correspondence requesting action by the Building Commissioner/Building Official, his response (if applicable) and copies of all other pertinent information must be filed with the Zoning Coordinator in the Planning and Community Development Department. Once the application is deemed complete and the appropriate fee is paid, the Zoning Coordinator will transmit to and file with the Office of the Town Clerk four (4) copies of said complete application. Note: You are encouraged to discuss your application with Building Department Staff and thoroughly familiarize yourself with the Board of Appeals Rules and Regulations before submittal to insure the thoroughness of your application. Copies of the Rules and Regulations are available at the Office of the Town Clerk and also on-line at both the Town Clerk and Board of Appeals links on the town website. After the Board of Appeals hearing is set, the Planning Board (if applicable) may hold a meeting prior to the Board of Appeals hearing to consider the case and make a recommendation to the Board of Appeals. Contact the Building Department (617-730-2100) with any questions about the appeal process and/or meeting schedules. Also see meeting calendar on Town website at: [www.brooklinema.gov](http://www.brooklinema.gov).*

**I (We) hereby certify that I (we) have read the Board of Appeals Rules and Regulations and that the statements within my (our) Appeal and attachments are true and accurate to the best of my (our) knowledge and belief.**

<hr/> <small>Signature(s) of Appellant</small>	<hr/> <small>Date</small>	<hr/> <small>Daytime Telephone Number and/or Cell</small>
<hr/> <small>Fax Number</small>		<hr/> <small>E-Mail Address</small>
<hr/> <small>Signature(s) of Owner of Record</small>	<hr/> <small>Date</small>	<hr/> <small>Daytime Telephone Number and/or Cell</small>
<hr/> <small>Fax Number</small>		<hr/> <small>E-Mail Address</small>
 <b><i>If Applicable:</i></b>		
<hr/> <small>Name of Attorney for Applicant</small>		<hr/> <small>Address of Attorney</small>
<hr/> <small>Phone Number of Attorney</small>		<hr/> <small>E-Mail Address and Fax # of Attorney</small>

***SUBMIT THIS FORM (original) WITH TEN (10) COPIES OF THE APPLICATION, FILING FEE AND SUPPORTING DOCUMENTATION TO THE ZONING COORDINATOR***