

Zoning Board of Appeals Procedures

The Zoning Board of Appeals consists of three members and associate members appointed by the Board of Selectmen and can act only on certain matters within its jurisdiction as specifically set forth in the Williamsburg Zoning Bylaw. Its powers are limited to granting variances to the Zoning Bylaw, issuing Special Permits, and deciding appeals from the action or inaction of the Building Inspector. All these actions may be taken only after the public is informed by a legal notice and the convening of a public hearing.

The Zoning Board of Appeals does not have enforcement powers. Enforcement of the Zoning Bylaw is the obligation of the Building Inspector, appointed on an annual basis by the Board of Selectmen. Any person who objects to an order or decision of the Building Inspector regarding an enforcement action or because of the inability to obtain a permit, or any other decision of the Building Inspector concerning the Zoning Bylaw, may appeal the Building Inspector's action or inaction, order or decision, to the Zoning Board of Appeals. Such an appeal must be filed with the Town Clerk and a public hearing, with notice to concerned parties, is required before the Zoning Board of Appeals can act on the appeal.

The Zoning Board of Appeals can only act pursuant to the Zoning Bylaws and Section 8, Chapter 40A of the Massachusetts General Laws. It does not have the power to modify or ignore any provision of these regulations. The Zoning Bylaw can only be amended at Town Meeting. The Planning Board generally drafts and proposes Bylaw amendments, although any citizen may propose an amendment to the Zoning or Town Bylaws.

The Zoning Bylaw can be viewed online at the Town website, www.burgy.org, or purchased at nominal cost from the Town Clerk.