

For City Clerk's use:

Case #

Date Stamp

Fee \$

MELROSE BOARD OF APPEALS Application Checklist

This application checklist must be completed, signed and submitted with all Zoning Board of Appeals Applications. All documents on the checklist and the collated sets of the required copies must be submitted to the City Clerk's Office and emailed to appeals@cityofmelrose.org.

Applicant's Name: Tana Qoqi

Project Address: 112 Lynde st.

Original & 1 copy collated (additional copies may be requested if needed)

- ☐ 1. Application Checklist
- ☐ 2. Completed Application Form
- ☐ 3. Letter from the Building Commissioner
- ☐ 4. Advertising Fee Billing Authorization
- ☐ 5. Abutters List from Nearby City/Town if within 300 feet of the subject property
- ☐ 6. Application Filing Fee
- ☐ 7. Certified Plot Plan
- ☐ 8. Site Plan
- ☐ 9. Construction Plans, if applicable
- ☐ 10. Additional Information, if applicable

By signing below, I certify that I understand and agree to comply with the requirements outlined in the "General Requirements for Application to the Melrose Zoning Board of Appeals," and that the application submitted is complete as per those requirements.

Signature Ella Puffak Qoqi Date 5/23/2024

MELROSE BOARD OF APPEALS

Application Form

INSTRUCTIONS: Please read the General Requirements for Application to the Melrose Zoning Board of Appeals (ZBA).

PROJECT ADDRESS & SITE INFORMATION

Address 112 Lynde St.
Assessor's Map & Parcel D6 067
Zoning District U2B
Deed recorded in Middlesex South Registry District Deeds: Book 52 Page 57 or
Certificate of Title: Number _____ Book _____ Page _____

APPLICANT

Name Tana Qogi
Address 112 Lynde St., Melrose, MA 02176
Telephone (978) 429-6568
Email tanaqogi@gmail.com
If applicant is not owner, check his/her interest in the premises:
Prospective Purchaser ☐ Lessee ☐ Other (Explain) _____

OWNER (If joint ownership, name all parties)

Name Tana Qogi
Address 112 Lynde St.
Telephone 978-429-6568
Email tanaqogi@gmail.com

REPRESENTATIVE

Name _____
Address _____
Telephone _____
Email _____

APPLICATION IS HEREBY MADE

- (A) ☒ For a Variance from requirements in the following sections of the Zoning Ordinance:
Chapter 235, Sections 5, 18, 19
- (B) ☐ For a Special Permit referenced in the following sections of the Zoning Ordinance:
Chapter 235, Sections _____
- (C) ☐ As a party aggrieved, for review of a decision made by the Building Commissioner or other authority. The decision, stating the grounds thereof, must be attached.

PROPOSAL INFORMATIONWere the premises the subject of a previous application to the Board? yesIf yes, give date of application and case number if available 22-027

Approximate date of construction of existing building _____

Zoning Data	Existing	Proposed
Use(s) of Property	residential	residential
Lot Area	4,672 sf	4,672 sf
Frontage/Lot Width	92.92 ft	92.92 ft
Building Height - ft/#stories	22.3 ft/ 1.5 stories	34.9 ft/ 2.5 stories
Square Feet of Building	960 sf	774 1,560 sf
Dimensions of Addition or New Building	—	774 1,256

Describe the proposed work and/or use including the reasons for the requested relief. Address the requirements for obtaining a Special Permit or a Variance as set forth in the General Requirements for Application to the ZBA. Attach additional sheets if necessary.

Renovate + expand existing home to convert to two-family. The project was awarded relief from the Board in January 2022 to construct the project but the Variances have since lapsed. The Board also awarded a special permit for reduced parking, which will not expire until January 2026. The request includes variances for lot area, and front and rear setbacks. A Variance is also requested from 285-5 for definition of story, half for dormer length, which was not previously a part of the application in 2022.

SIGNATURE _____ DATE 5/23/2024

APPLICATION FEE:
\$350.00 1-3 Family Residence
\$500.00 All Others
Non-Refundable FEE
MUST ACCOMPANY THIS APPLICATION

MELROSE BOARD OF APPEALS
Advertising Fee Billing Authorization

To: Melrose Free Press Observer
48 Dunham Road
Suite 3100
Beverley, MA 01915
Attn: Legal Advertising Department

I hereby authorize GateHouse New England to bill me directly for the legal notice to be published two times in the Melrose Free Press newspaper for a notice of Public Hearing with the Melrose ZBA. I understand the ZBA Staff will write and submit the advertisement, using the information contained on the application, and that the Melrose Free Press will bill me directly for the cost of the ad. I understand that it is my responsibility to contact the Melrose Free Press at (781) 433-7902 and pay for the notice no later than Friday at 5 PM the week before the advertisement is scheduled to be published.

Errors and omissions in the application material are the responsibility of the applicant and could result in additional advertisement costs to the applicant.

Please note: An application cannot be scheduled for public hearing without advertisement. If the Melrose Free Press is unable to publish the advertisement due to non-payment by the applicant or other reasons related to actions or inactions by the applicant, the hearing date may be revoked and the City of Melrose may no longer be able to accommodate a hearing within 65 days of the filing date.

Signed: Elder Pappalardo Aoyi

Print Name: Tana Aoyi

Address: 112 Lynde St.
Melrose, MA

Home Phone: 978-429-6568

Work Phone: _____

Notice to Applicant:

The cost of the advertisement is based on the length of the ad and varies with each application. If you have concerns about this cost, please call the Melrose Free Press and inquire about their rates prior to submitting your application to the ZBA.