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Barney Heath
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MEMORANDUM

TO: Brooke Lipsitt, Chair, Newton Zoning Board of Appeals
Members of the Newton Zoning Board of Appeals

FROM: Barney Heath, Director, Department of Planning and Development
Jennifer Caira, Deputy Director of Planning and Development

CC: Jonah Temple, Assistant City Solicitor
Jennifer Wilson, Assistant City Solicitor

RE: **Recommendation for Application Fee Increase**

MEETING DATE: May 25, 2022

As a follow-up to our memorandum recommending adjusting the ZBA’s current application fees, we would like to offer some additional rationale and a specific recommendation. As stated previously, the loss of the print version of the TAB will have a substantial impact on our advertising budget. The recent small ZBA advertisement in the Boston Globe for the upcoming May 25th ZBA meeting (which appeared twice in the Globe) was over \$1,000. The cost to run this advertisement in the TAB would have been \$200 or less. We are now looking at advertising in the Boston Herald as a lower cost alternative but there still will be a premium over previous advertising cost.

We have conducted an informal survey of our neighboring communities. Those communities which formerly accessed the TAB printed edition have either adjusted their fees to compensate (Brookline, Weston) or are exploring advertising in other hyper-local newspapers. In our survey, we also learned many communities charge the same fee for variances and appeals. The administrative work and advertising costs involved for both are essentially equal.

In light of these findings, we propose adjusting the ZBA application fees in the following manner:

City of Newton Zoning Board of Appeals Current Fee Schedule		
TYPE OF FILING	CURRENT	PROPOSED
Administrative Appeal	\$400	\$1,000
Variance	\$500	\$1,000
Comprehensive Permit	for profit= \$2k + \$50/unit non-profit= \$350 (6 or less units) non-profit= \$1k + \$50/unit (7 or more units)	No change