



TOWN OF WELLESLEY
 DESIGN REVIEW BOARD
APPLICATION FOR DESIGN REVIEW
RETAINING WALLS

525 Washington Street • Wellesley, MA 02482
 781-431-1019 ext. 2238 • Fax 781-237-6495

application submission date: _____

Part A.

1. Address of Project.....
2. Type of Project: By-right Special Permit- Reason: Height Setback

Part B. I hereby certify that the information on this application is correct and understand that all applications are subject to conformance with the Town of Wellesley Zoning Bylaw and review by the Wellesley Design Review Board.

| | |
|------------------------|---|
| Name of Property Owner | Signature <i>(or authorized agent with letter of authorization)</i> |
| Address | Phone |
| | |

| | |
|------------------|-------|
| Name of Engineer | |
| Address | Phone |
| | |

| | |
|--------------------|-------|
| Name of Contractor | |
| Address | Phone |
| | |

Part C. Nine (9) sets of the following materials are required on file to make the application complete and before a review date is set.

1. Written description of proposed change
2. Color photographs of the existing site conditions
3. A survey of the property indicating existing conditions, including existing grade.
4. Site Plan, drawn to a legible Engineer’s Scale, which shows:
 - a. Existing and proposed structures;
 - b. Lot lines;
 - c. Setback(s) of retaining wall(s);
 - d. Proposed grading associated with the retaining wall(s);
 - e. Trees to be retained and/or removed;
 - f. Proposed landscape and hardscape elements associated with the retaining wall (including exterior lighting); and
 - g. Dimensions of retaining wall(s) (width and length)
5. Elevation drawings, drawn to a legible Architect’s Scale, which show:
 - a. Details of major architectural elements; and
 - b. Dimensions of retaining wall(s) (height and length)
6. Samples, pictures, and/or brochures of materials to be used

Required application fee is \$150 for retaining walls not requiring a special permit and \$300 for retaining walls requiring a special permit. Please make all checks payable to “Town of Wellesley”.

Part D. DRB Comments/Recommendations: (To be completed by Design Review Board staff).

Notes

DRB #...../...../..... MUNIS # HEARING DATE/...../.....