APPLICATION FOR VARIANCE, SPECIAL EXCEPTION OR APPEAL FROM AN ADMINISTRATIVE DECISION

INSTRUCTIONS

Complete applications **MUST** have the following before they will be scheduled to be heard by the Board:

1. Completed application form; it is the responsibility of the applicant to know whether he/she needs an exception or a variance. Copies of the Zoning Ordinance can be obtained in the Selectmen's Office.

2. Completed list of abutters which may be obtained at the Selectmen's Office also.

3. **A detailed map of the property in question,** including: **all** buildings current and proposed; dimensions and acreage of lots, as well as the dimensions of buildings; the scale to which the plan is drawn; the location of property lines, septic systems, wells, and other physical features that may be important relative to the Boards ability to make its decision. This can be hand written/drawn but **must** be easily legible. ***SEE SAMPLE MAP ATTACHED.***

4. A check made out to the **TOWN OF WEBSTER** for $250.00 to cover the cost of posting the notice in the Concord Monitor, etc. and $10.00 per abutter.

5. Please provide 2 sets of abutter address labels with the abutter list.

***** Please note: If you are applying for a Commercial Exception or a Home Business and are approved, you will then need to apply to the Planning Board for a Site Plan Review.

Fees revised 09/03/2013

TOWN OF WEBSTER, NEW HAMPSHIRE
Zoning Board
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Webster, NH 03303
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Fax (603) 648-6055
e-mail: townofwebsterpb@tds.net

APPLICATION FOR VARIANCE, SPECIAL EXCEPTION OR APPEAL FROM AN ADMINISTRATIVE DECISION

All information in Section I must be completed by every applicant. This application **MUST** be accompanied by a plot plan, drawn to scale (no greater than 1" to 100'), that identifies the existing boundaries, setbacks and all structures. A fee of $250.00 plus $10.00 per abutter must accompany this application.

SECTION 1

Name of applicant(s): _____

Mailing address: _____

Telephone Number: Business _____ Home _____

Location of property: _____
(street address and Map and Lot)

_____
(signature of applicant)

Attach a list of all abutters with their mailing addresses. Abutters include any person whose property adjoins or is directly across a street or stream from the property being considered.

SECTION II
APPLICATION FOR SPECIAL EXCEPTION

A special exception **MAY** be granted for those uses **SPECIFICALLY** contained in the Town of Webster Zoning Ordinance. Please refer to the specific section of the ordinance which allows the use for which you are applying:

Nature of exception (state in detail what you propose):

_____

_____

_____

Article and section of zoning ordinance which allow use:

Article _____ Section _____

(A copy of the Zoning Ordinance is available at the Town Office and @ Webster-nh.gov)

SECTION III

APPLICATION FOR VARIANCE

A variance is a waiver of the requirements of the Zoning Ordinance. The New Hampshire Supreme Court has set the following conditions for the granting of a variance:

1. No diminution in value of surrounding properties would be suffered;
2. Granting the permit would be of benefit to the public interest;
3. Denial of the permit would result in unnecessary hardship to the owner seeking it;
4. By granting the permit substantial justice would be done;
5. The use must not be contrary to the spirit of the ordinance.
   (From Gelinas v. Portsmouth, 97 N.H. 248, 1952)

ALL of the above conditions must be met in order for a variance to be granted.

Nature of the variance requested (state in detail):

_____

_____

_____

Article and sections of Zoning Ordinance that prohibit use:

Article _____ Section _____

Article _____ Section _____

SECTION IV

APPEAL FROM AN ADMINISTRATIVE DECISION

Undersigned hereby requests an Appeal from an Administrative Decision in relation to:

Article _____ Section _____

Article _____ Section _____

Applicant states that the decision appealed from is incorrect for the following reasons:

_____

_____

_____

If you have any questions regarding the completion of this form please contact any member of the Zoning Board of Adjustment, Select Board or Therese Larson, PB/ZBA Secretary.

If you have any questions regarding the grounds for granting of a special exception or a variance please contact an attorney. For example, the variance requirement of "hardship" has a legal definition that must be met. Town Officials **CANNOT** give you legal advice.

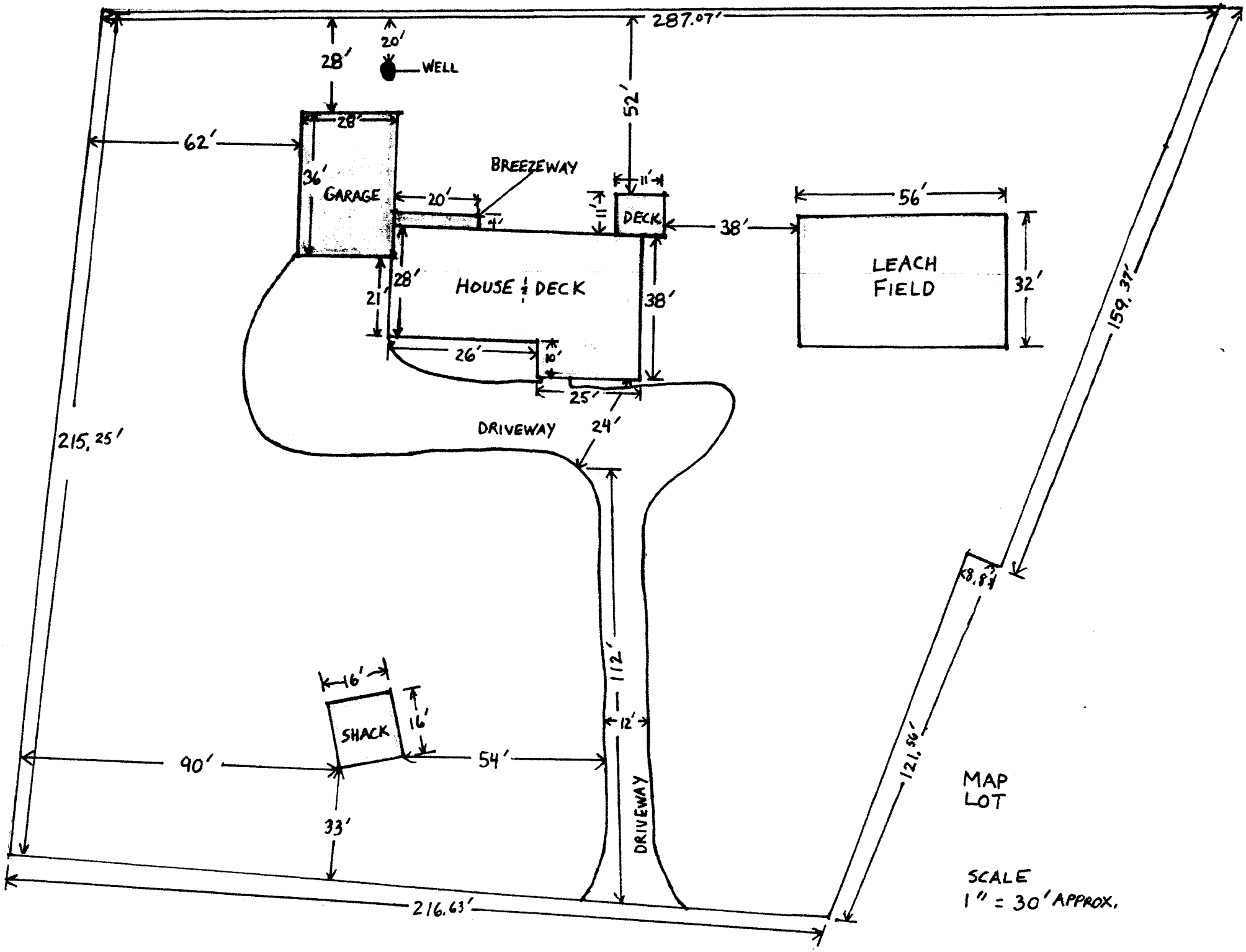
_____

FOR OFFICE USE ONLY

TOWN OF WEBSTER ZONING BOARD OF ADJUSTMENT ABUTTER'S LIST

	MAP #	LOT#	NAME	STREET ADDRESS	CITY	STATE & ZIP
Applicant/ Owner						
Applicant/ Agent						
Abutters: 1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

Date Submitted: _____ Applicant's Signature: _____


287.07'
20'
WELL
28'
52'
28'
62'
36'
GARAGE
BREEZEWAY
20'
4'
11'
11'
DECK
38'
56'
LEACH FIELD
32'
159.37'
28'
21'
HOUSE & DECK
38'
26'
10'
25'
DRIVEWAY
24'
215.25'
8.8'
112'
16'
16'
SHACK
12'
90'
54'
121.56'
MAP LOT
33'
DRIVEWAY
SCALE
1" = 30' APPROX.
216.63'