

**EXPANSION OF A NON-CONFORMING USE
TOWN OF WALPOLE, NH
ZONING BOARD OF ADJUSTMENT**

INSTRUCTIONS TO APPLICANTS APPEALING TO THE BOARD OF ADJUSTMENT

IMPORTANT: READ CAREFUL BEFORE FILLING OUT ATTACHED APPLICATIONS

FILING FEES: \$150.00 Plus \$10.00 per ABUTTER

If you have any questions or difficulties in filling out the application, contact the Zoning Coordinator, Ernie Vose at 603-756-3589. The Board strongly recommends that, before making any appeal, you become familiar with the Walpole Zoning ordinance, and also with New Hampshire Statue TITLE LXIV:RSA Chapters 672-677, covering Planning and Zoning. The Ordinances are on the town website: www.walpolenh.us.

Expansion of a Non-conforming Use: A non-conforming use may be expanded or enlarged if the Board of Adjustment determines, following a Public Hearing, that the proposed expansion or enlargement will not materially increase the hazard or nuisance value of the non-conformity.

Note: For any appeal, the application must property filled out. The application form is intended to be self-explanatory, but be sure you answer all questions and that you show:

1. Who owns the property. If the applicant is not the owner, this must be explained and the owner's authorization obtained.
2. Where the property is located. Indicate both E-911 address and Map and Lot numbers.
3. Description of the property. Give area, frontage, side and rear lines, slopes and natural features, etc.
4. Describe what you proposed to do. Attach sketches, plot plans, photographs, construction plans or anything else that may help explain the proposed use. Provide a visual drawing and/or map to display that accurately describes the proposal. It should be a minimum of 22 inches by 34 inches and should include surrounding areas.
5. Describe why your proposed use requires an appeal to the Board of Adjustment.

6. Explain why the appeal should be granted.
7. Attach a completed list of all names and addresses of abutting property owners, as well as the applicant's name and address, the surveyor, holders of conservation preservation or agricultural preservation easements. An abutter means any persons whose property is located in New Hampshire and/or adjoins or is directly across the street or stream from the land under consideration by the local land use board. RSA 672:3

Affidavit: I certify that I am the owner or the authorized agent of the owner of the property upon which this appeal is sought and that all information I have provided is true, under penalty of law.

Signature of Owner or authorized Agent

Date

Deliver three completed applications with all attachments, to the Zoning Board of Adjustment (ZBA), **with a check covering all fees**, payable to the Town of Walpole/Zoning Board. The ZBA meets at the Town Hall on the third Wednesday of the month. If the application is not properly completed, it may be returned to you for proper completion.

Public notice of the hearing will be posted, and printed in a newspaper, and notice will be mailed to you and to all abutters and other parties whom the Board may deem to have an interest.

You must appear in person or by agent or counsel at the hearing to state your reasons why the appeal should be granted.

**APPEAL FOR AN EXPANSION OF A NON-CONFORMING USE
TOWN OF WALPOLE
ZONING BOARD OF ADJUSTMENT**

The undersigned hereby applies to the Zoning Board of Adjustment for an Appeal in accordance with the provisions of the New Hampshire Revised Statutes Annotated 674:33.

Filing fee: \$150.00 Plus \$10.00 per ABUTTER (including APPLICANT)

Check made out to Town of Walpole/Zoning Board

Date _____

Name of Applicant _____

Mailing Address _____

Name of Owner _____

Property Location – E911 Address and Mailing Address _____

Tax Map and Lot Number(s) _____

Zoning District: _____

Lot Dimensions: Front _____ Rear _____ Side _____ Side _____

Width of Lot at Building Line _____ Lot Size _____

Present Use _____

Proposed Use _____

Please attach drawings, plot plans, rough sketch of the property, photos or other data that will better explain your proposed action.

