

APPLICATION FOR A SPECIAL EXCEPTION

TOWN OF WALPOLE, NH ZONING BOARD OF ADJUSTMENT

INSTRUCTIONS TO APPLICANTS APPEALING TO THE BOARD OF ADJUSTMENT

IMPORTANT: READ CAREFULLY BEFORE FILLING OUT ATTACHED APPLICATION

FILING FEE \$100.00 PLUS \$8.00 FOR EACH ABUTTER

If you have questions or difficulties in filling out the application, contact the ZBA Secretary, Marilou Blaine at 445-5435 or mariloublaine@myfairpoint.net or the Board Chairman, Myra Mansouri at 756-3264 or myramansouri@gmail.com for assistance. The Board strongly recommends that before making any appeal, you become familiar with the Walpole Zoning Ordinance, and also with New Hampshire Statutes TITLE LXIV:RSA Chapters 672-677, covering planning and zoning.

Special Exception: Certain sections of the Zoning ordinance provide that a particular use of property in a particular zone will be permitted by Special Exception if specified conditions are met. The necessary conditions for each Special Exception are given in the ordinance. Your appeal for a Special Exception will be granted only if you can show that all of the conditions stated in the application section of the ordinance are met.

A Special exception may require either site plan approval and/or a recommendation from the Planning Board. Check the ordinance to be sure you have applied for the necessary input from the Planning Board.

Note: For any appeal, the application must be properly 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 owners, 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. What you propose to do. Attach sketches, plot plans, photographs, construction plans or anything that may help explain the proposed use.
5. Why your proposed use requires an appeal to the Board of Adjustment.
6. Why the appeal should be granted.
7. Attach a completed list of all abutting property owners.

Deliver the completed application, with all attachments, to the Zoning Board Secretary or Zoning Board Chairperson with a check in the amount of \$100.00 plus \$8.00 for each abutter, payable to the Town of Walpole. 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, at least five days before the date of the hearing. 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 A SPECIAL EXCEPTION
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.

Date _____

Name of Applicant _____

Mailing Address _____

Name of Owner _____

Mailing Address _____

Property Location – E911 Address _____

Map and Lot Number(s) _____

Zoning District _____

Dimensions Front _____ Rear _____ Side _____ Side _____ -

Width at Building Line _____ Area _____

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.

Section of Zoning Ordinance permitting the Special Exception _____

State how the proposed use will meet the criteria for special exception listed in the ordinance – list all criteria, using extra sheets if necessary.

Criterion # 1:

Criterion # 2

Criterion # 3

Criterion # 4

Criterion # 5

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