



Case Number: \_\_\_\_\_

Date Filed: \_\_\_\_\_

## ZONING BOARD of ADJUSTMENT APPLICATION for HEARING

Name of Applicant(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Location of Property: \_\_\_\_\_  
Tax Map/Lot No. of Property: \_\_\_\_\_  
Zoning District(s) of Property: \_\_\_\_\_

### ALL APPLICANTS

Submit the following with your application:

1. Filled out Certified Mail Receipt, Return Receipt and mailing envelope per abutter as required by the **Town of Mason, New Hampshire Zoning Board of Adjustment Rules of Procedure**.

a) The landowner, professionals whose seal appears on the plan and/or attorney need to be included.

2. Five (5) copies of a detailed Plat, plan or sketch, to scale, showing:

a) The entire parcel of property that is the subject of the appeal.

b) All existing improvements on the property, including but not limited to, buildings, wells, ponds, septic system, driveways and significant man-made and natural features.

c) Wetlands on the property.

d) The proposed building and/or improvements, including ingress, egress, parking areas, and appurtenances.

e) Existing and proposed easements on the property.

f) The building setback lines

g) All public roads and highways that the property abuts, and all public roads and highways within 200' of the intersection of any existing or proposed driveway with a public way.

h) North arrow, bar scale and legend.

3. A check made out to "Town of Mason" to include: **\$100.00** application fee; and **\$25.00** administrative filing fee.

A check made out to "Town of Mason - Escrow" to include: **\$175.00** newspaper notice fee; and **\$9.00** per abutter (including the applicant).

4. **IF APPLICANT IS NOT THE PROPERTY OWNER**, a statement signed and dated by the Property Owner stating that the Applicant is authorized to make the application as completed.

**Applicants are assumed to be familiar with the Town of Mason, New Hampshire Planning Ordinance and the Town of Mason, New Hampshire Zoning Board of Adjustment Rules of Procedure. It is strongly advised that the applicant review them prior to filing an Application for Hearing.**

Signed this \_\_\_\_\_ Day of \_\_\_\_\_

Applicant: \_\_\_\_\_ Please print name: \_\_\_\_\_

Applicant: \_\_\_\_\_ Please print name: \_\_\_\_\_

## Section 1 - APPEAL from an ADMINISTRATIVE DECISION

- ☐ Appeal of a decision by the Board of Selectmen, Building Inspector, or others relating to the interpretation or enforcement of the Town of Mason, New Hampshire Planning Ordinance.

**Board or office making the decision:**

**Date of decision:**

**Specific section of ordinance that applies to your appeal:**

**Provide a brief description of the decision here. (Attach documents as needed.)**

**Why do you believe the decision is in error? (Attach documents as needed.)**

**Note:** You **MUST** attach a copy of the written decision, if any, that you are appealing, and a copy of the complete original application, together with any documents you submitted in support of your application.

## SECTION 2 - APPLICATION for a SPECIAL EXCEPTION

***Select one of the following:***

- ☐ Applicants for Special Exceptions under Article VIII, Section A, 2, of the Town of Mason, New Hampshire Planning Ordinance must be prepared to address each of the standards set forth in Article VIII, Section A, 2, D, (A) and the factors that the Zoning Board of Adjustment must Consider under Article VIII, Section A, 2, D, (B).
- ☐ Applicants for a Special Exception under Article XVI, E, 1, of the Town of Mason, New Hampshire Planning Ordinance, relative to wetlands, must be prepared to show that the special exception is specifically allowed under Article XVI, E, 1, is essential to the productive use of the land, and that the proposed improvement is located and will be constructed to minimize its detrimental impact, if any, on the wetlands.
- ☐ Applicants for a Special Exception under the Town of Mason New Hampshire Planning Ordinance Article VIII (8) Sections A: 2: D: A (1-4) and Sections A: 2: D: B (1-13) inclusive, must be prepared to show that the proposed use or structure is specifically allowed under the above named articles and will not conflict with the purpose and intentions of the above named Ordinance. Pending approval by the Town of Mason New Hampshire Board of Adjustment including any conditions attached thereto and except for the restrictions of the above named ordinance the proposed use or structure is otherwise permitted by the Town of Mason New Hampshire Planning Ordinance.
- ☐ Applicants for a Special Exception under Article XX of the Town of Mason, New Hampshire Planning Ordinance, titled ACCESSORY DWELLING UNITS, must be prepared to address each of the requirements set forth in Article XX, Section C of the Town of Mason, New Hampshire Planning Ordinance and agree to comply with the procedural requirements of Article XX, Section D of the Town of Mason, New Hampshire Planning Ordinance.

***Be prepared to discuss the above points at your meeting with the board.***

Please bring a set of plans and documentation that explain in reasonable detail your request.

Include a detailed description of proposed use, and if applicable the type of business, parking, maximum number of employees, estimated traffic impact etc.

## SECTION 3 - APPLICATION for a VARIANCE

☐ A variance is requested from Article \_\_\_\_\_, Section \_\_\_\_\_ of the Town of Mason, New Hampshire Planning Ordinance.

**Provide a brief description of the project here. (Attach documents as needed.)**

This application will be evaluated against the criteria set forth in State of New Hampshire RSA 674:33 Paragraph 1 Section B (1 – 5) as amended from time to time.

- (1) The variance will not be contrary to the public interest
- (2) The spirit of the ordinance is observed
- (3) Substantial justice is done
- (4) The values of surrounding properties are not diminished
- (5) Literal enforcement of the provisions of the ordinance would result in an unnecessary hardship

***Be prepared to discuss the above points at your meeting with the board.***

Please bring a set of plans and documentation that explain in reasonable detail your request.

Include a detailed description of proposed use, and if applicable the type of business and maximum number of employees, estimated traffic impact etc.

## **Section 4 - APPLICATION for a WAIVER of RESIDENTIAL ROAD FRONTAGE REQUIREMENTS**

- ☐ A waiver to the Town of Mason, New Hampshire Planning Ordinance, Article VIII Section A: 1 is requested.

### **Article VIII Section A: 1 Town of Mason, New Hampshire Planning Ordinance:**

Waive the Residential frontage requirements where there are unusual conditions of street curvature. In such cases, however, the average width of the lot shall be equal to or greater than the frontage requirements

A. Describe the unusual condition of street curvature causing the need for a waiver of the residential road frontage requirement:

B. State the average width of the proposed lot:

***Be prepared to discuss the above points at your meeting with the board.***

Please bring a set of plans and documentation that explain in reasonable detail your request.

Include a detailed description of proposed use, and if applicable the type of business and maximum number of employees, estimated traffic impact etc.

## Section 5 - Application for Equitable Waiver of Dimensional Requirements.

- ☐ An Equitable Waiver of Dimensional Requirements is requested from Article \_\_\_\_, Section \_\_\_\_ of the Town of Mason, New Hampshire Planning Ordinance.

**Provide a brief description of the project here. (Attach documents as needed.)**

- 1.) How was this nonconformity discovered? \_\_\_\_\_
- 2.) When was the nonconformity discovered? \_\_\_\_\_
- 3.) What is affected by the nonconformity? \_\_\_\_\_

- ☐ Sale of property
- ☐ Partially completed structure
- ☐ Other (Attach document)

***Be prepared to discuss the above points at your meeting with the board.***

Please bring a set of plans and documentation that explain in reasonable detail your request.

Include a detailed description of proposed use, and if applicable the type of business and maximum number of employees, estimated traffic impact etc.