

**TOWN OF WAKEFIELD
ZONING BOARD OF ADJUSTMENT**
2 High Street, Sanbornville, NH 03872
603-522-6205

<i>(For office use)</i>		
Case Number:	_____	
Date Received:	_____	
Received by:	_____	
Fees:	Application - \$125	Amt. Pd \$ _____
	Public Notice - \$121 (includes newspaper notice)	Amt. Pd \$ _____
	Cert. Mail - \$6.50 each (applicant, owner, abutter(s), counsel, interested parties)	Amt. Pd \$ _____
	TOTAL RECEIVED:	\$ _____
Check #:	_____	Check date: _____

APPLICATION FOR SPECIAL EXCEPTION

Property Owner:

Name: _____ Telephone No. _____
Mailing Address: _____ Town: _____
State _____ Zip _____ **E-mail:** _____

Applicant:

Name: _____ Telephone No. _____
Mailing Address: _____ Town: _____
State _____ Zip _____ **E-mail:** _____

If applicant is not the owner, please state applicant's interest in the property: _____

Agent or Counsel:

Name: _____ Firm: _____
Mailing Address: _____ Town: _____
State _____ Zip _____ Telephone No. _____
E-mail: _____

Description of Property: **MAP #:** _____ **Lot #** _____

The 911 street address, lot's square foot area, road and water frontage, and any other special characteristics of property are as follows: _____

Location of Property: Where is the property and how do members and public find the property for site walk? _____

Zone: (Please circle) **R-I** **R-II** **Agric** **Indus** **Other: specify** _____

Applicant's Initials: _____ Owner's Initials: _____ Date: _____

A. Existing Special Exceptions or Variances:

Are there any existing Special Exceptions or Variances on the property?

Yes_____ No_____. If yes, please explain when and why such was required:

B. Previous Denials:

Has an application for a Special Exception or Variance on this property ever been denied? Yes_____No_____. If yes, please explain when and why:_____

(If you are unsure of the above two answers, please ask the Zoning Board's Clerk or request that the Zoning Board Chairman be contacted)

C. Material Differences if Previously Denied:

If you were denied previously, state how this particular application and use proposed is now materially different from _____ that which was denied:_____

D. Proposed Use:

Please explain in detail what you want this Special Exception to accomplish or to allow and what use you are proposing:

E. Applicable Zoning Ordinance Provision:

This application is for a Special Exception as provided for and required by the following Ordinance Articles and Sections:

Article _____, Section, _____ of the Zoning Ordinance.

Article _____, Section, _____ of the Zoning Ordinance.

Applicant's Initials: _____ Owner's Initials: _____ Date: _____

F. **Criteria your application must meet** for a Special Exception, which are in addition to any special requirements set forth in the above-stated Articles/Sections of the Ordinance: (Complete each of the following statements, completely and with facts and assertions in support of each statement)

1. The proposed use(s) is and shall be only those allowed in this Ordinance by Special Exception;
1. The specific site is an appropriate location and of adequate size for the use, because: _____

_____;
2. The use, as developed, will not adversely affect the character of the area in which the proposed use will be located, because: _____

_____;
3. There will be no nuisance or serious hazard to vehicles or pedestrians, because: _____

_____;
4. The use will not place excessive or undue burden on Town services and facilities, because: _____

_____;
5. There would be no significant effect resulting from such use upon the public health, safety, and general welfare of the neighborhood in which the use would be located, because _____

_____;
6. A Site Plan was submitted to the Planning Board on: _____ (If not, please explain: _____.); and
7. A Public Hearing for the Planning Board was conducted on: _____, and the result of the hearing or hearings was/were: _____
_____.

Applicant's Initials: _____ Owner's Initials: _____ Date: _____

G. Does your proposed use also require Subdivision Approval by the Planning Board? _____ Yes _____ No.

H Does your proposed use also require a Site Plan Approval by the Planning Board? _____ Yes _____ No

I. **Special Requirements** for this Special Exception, in accordance with the Article(s) and Section(s) I have listed on the bottom of Page 2, above, are met as described in the attached plans and other information I have enclosed with this application, which includes the following documents_____.

I hereby certify that:

I have read the instructions for completing this application for a **SPECIAL EXCEPTION**,

I have completed this application as completely and fully as possible,

I have checked off the checklist provided in the instructions and have attached all evidence, including plans or sketches, I intend to discuss at the Public Hearing on my application,

I understand that if this application is incomplete, it will be returned to me within a reasonable time following its submission for purposes of completing it, and that this may delay the scheduling of a Public Hearing.

I understand that I must appear in person at the Public Hearing to present and discuss this application. If I cannot appear in person, I will notify the Chairperson of the ZBA, in writing, designating the name of the individual who will appear for me.

I understand that it is my sole responsibility to provide all information required to either the Clerk of the ZBA or the Chairperson of the ZBA, immediately upon request.

The ZBA has permission to enter the property in order to conduct scheduled site walks.

Applicant's signature of affirmation: _____ **Date** _____

Property Owners' Signature: _____ **Date** _____

Agent or Counsel for Applicant signature: _____ **Date:** _____

Applicant's Initials: _____ Owner's Initials: _____ Date: _____

ABUTTERS' LIST

An abutter is defined as any property either directly adjacent to, diagonally across from, or across the street from the property in question.

Applicant's Name: _____ Telephone: _____

Project Address: _____

**List the name and address of each abutter.
It is the applicant's responsibility to ensure that all abutters are listed.**

TAX MAP/LOT #	OWNER'S NAME	OWNER'S MAILING ADDRESS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(use additional pages if necessary)

Holders of conservation/preservation or other easements to the subject property are as follows:

- 1. Name: _____ Address: _____
- 2. Name: _____ Address: _____

Person which prepared this list (print name): _____
Date of Preparation: _____

I hereby certify that all information presented on this form is, to the best of my knowledge, correct.

Signature of Preparer _____

Signature of Applicant _____

Signature of Owner (if different from applicant) _____

Applicant's Initials: _____ Owner's Initials: _____ Date: _____