

**Town of Hooksett  
Zoning Board of Adjustment**

**Appeal from an Administrative Decision Application Requirements**

In the interest of providing the Zoning Board of Adjustment the necessary information pertinent to the appeal by an applicant, the following information shall be provided in **twelve (12) collated sets** of the completed application form. Certified mailing envelopes shall be supplied by the applicant and filled out with the abutter information. Failure to do so will result in a delay in processing your application and you will be found incomplete.

**Additional details:**

1. Applicants are required to present their applications at the ZBA meeting and answer any questions the ZBA may have.

Per Hooksett Zoning Ordinance, Article 24:I, the Zoning Board of Adjustment may require investigative studies or analyses in relation to any matter brought before it for judgment, and reasonable fees, in addition to fees for notice, may be imposed by the Board to cover its administrative expenses and costs of such investigative studies, review of documents and/or other matters which may be required by particular applications brought before the Board.

**Zoning Board of Adjustment**  
**FEES**

Application Fee

\$30.00 Residential  
\$60.00 Commercial

Abutters

\$10.00 each plus cost of  
Advertising Public Hearing  
in the local newspaper, and  
clerical fees.

**ZONING BOARD OF ADJUSTMENT  
APPLICATION**

CASE # \_\_\_\_\_ DATE FILED \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Telephone \_\_\_\_\_  
(Must be owner (s) of record)

Address \_\_\_\_\_  
\_\_\_\_\_

Representative \_\_\_\_\_ Telephone \_\_\_\_\_

(Please attach letter of authorization signed by the owner)

Location of Property \_\_\_\_\_  
(street address)

Tax Map \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_

Homeowners' / Condo Association: \_\_\_ Yes \_\_\_ No

Association Name and Address \_\_\_\_\_  
\_\_\_\_\_

NOTE: Fill in Section 1,2, or 3, as appropriate. This application is not acceptable unless all required statements have been made. Additional information may be supplied on a separate sheet if the space provided is inadequate.

Has this property ever received a variance or special exception in the past?  
If so, please list date and type of approval. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SECTION 1. APPEAL FROM AN ADMINISTRATIVE DECISION

Relating to the interpretation and enforcement of the provisions of the Zoning Ordinance.

Decision of the enforcement officer to be reviewed \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

Article \_\_\_\_\_ Section \_\_\_\_\_ of the Zoning Ordinance in question

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

