

# Newton NH Zoning Board of Adjustment

## INSTRUCTIONS

The following documents must accompany any applications.

Any incomplete application or incorrect documents will result in postponement of the hearing.

1. Completed Application
2. Description of request.
3. Description of property, dimensions of frontage and distances to side and rear lot lines existing and proposed. A certified plot plan drawn by a NH licensed/certified Surveyor or Civil Engineer (using a NH stamp only) to scale 1"=20' of area must be submitted with variance request. (A certified plot plan of 1"=50' allowable only with pre-approval of the Board.) Proposed structure, including foundation, roof overhang, and fascia, must also be shown on plot plan (drawn in by architect, not Applicant). All measurements will be in feet and inches. The variance dimension on the plan should reflect distance from property line to structure as described.
4. A copy of the State Waste Disposal Plan, if applicable.
5. Permit denial of the Building Inspector, Board of Health, appeal of the decision of the Planning Board, or other Town Official or Board, responsible of issuing permits.
6. Names and mailing address of all abutters of the property. Mailing labels (3 per abutter) Including both sides, the rear, and across the street, the professional who prepared the plot plan and the applicant. (RSA 672:3)
7. All fees. All fees must be paid prior to the initiation of the appeals process. Check to be made out to the Newton Board of Appeals.

### FEES

Variance	Application fee \$100.00	Escrow deposit 250.00*
Equitable Waiver	Application fee \$100.00	Escrow deposit 250.00*
Administrative Decision	Application fee \$100.00	Escrow deposit 250.00*
Special exception	Application fee \$100.00	Escrow deposit 250.00*
Request for rehearing	Application fee \$100.00	Escrow deposit 250.00*

Additional Application fees, per abutter, for any type of application:

Abutter fees when an application has more than 10 abutters	Additional Fee
More than 10 but not more 25 abutters	\$50.00
Every increment of 25 more abutters above 25	\$50.00
Total additional fee not to exceed \$500.00	

\*Initial deposit to accompany applications.

Total fees shall be calculated by the Zoning Board of Adjustment Administrative Assistant. The escrow account shall be replenished by the applicant, at the direction of the Board, if the initial escrow is not sufficient for the completion of reviews.

Adopted 8/7/2022