

TOWN OF BETHLEHEM

Application for a Variance or Special Exception



**ZONING BOARD OF ADJUSTMENT
BETHLEHEM, N.H. 03574**

VARIANCES AND SPECIAL EXCEPTIONS CHECKLIST

A completed application for a variance or special exception consists of the following: A, B, and C. Some submission requirements may be waived by the Zoning Board if not applicable to your proposal. **(Must be included with application)**

A. Separate list of names and addresses of applicant/owner and abutters.

B. Application and notice fees in a check payable to the Bethlehem Zoning Board of Adjustment.

C. Variance and Special Exception Requirements

3 paper prints at 1" = 40' or similar scale, and no larger than 22" x 34" in size.

___ Identifying title.

___ Name and address of developer and applicant.

___ Name, number and signed seal of surveyor or engineer.

___ Date of plan.

___ Scale.

___ North arrow.

___ Property lines with bearings, distances, and monuments.

___ Total acreage (square footage) of lot(s).

___ Names of all abutters.

___ Locus map.

___ District.

___ Existing structures, roads, landscaping, and other man-made features. (indicate what will be retained, altered or removed)

___ Location of all buildings on abutting properties within 50 feet of subject property lines.

- ___ **Location of existing and proposed property deed restrictions, easements, covenants, etc.**

- ___ **Existing and proposed grades (where the grade is less than 5 percent, the contour intervals shall not exceed two feet with spot elevations; otherwise the contour interval shall not exceed 5 feet).**

- ___ **Exterior lighting plan.**

- ___ **Storm drainage plan, including where necessary, plans for the retention and slow release of storm water including the, location, elevation and site of all catch basins, dry wells, drainage ditches, swales, culverts, retention basins, and storm sewers. Plan for snow removal and storage should be indicated. Engineering calculations should be provided.**

- ___ **Direction of flow should be indicated with arrows.**

- ___ **Natural features such as streams, marshes, lakes or ponds, etc. (indicate what will be retained, altered, or removed)**

- ___ **100 flood elevation line.**

- ___ **For on-site sewage disposal, a soils map and WSPCC application.**

- ___ **Size and proposed location of water supply and sewage facilities and provision for future expansion.**

- ___ **If on-site water or sewage facilities are planned, show distances from proposed facilities to all existing facilities on site or on abutting properties to a distance of 200 feet.**

- ___ **Size and location of existing and proposed public or private utilities and connections, with all engineering data.**

- ___ **Proposed provisions for fire protection.**

- ___ **Architectural drawing showing the shape, size, height and other exterior details of proposed structures or expansion of existing buildings.**

- ___ **Location, type and size of all proposed landscaping and screening.**

- ___ **Proposed signs.**

- ___ **Proposed streets, driveways, parking spaces and sidewalks showing widths, direction of travel, inside radii of all curves. (please indicate total number of parking spaces)**

- ___ **Location and dimensions of loading spaces and facilities associated with the structures or uses of the site.**

- ___ **Circulation plan of the interior of the lot for vehicular and pedestrian circulation, also showing means of access and egress, proposed changes to existing public streets, sidewalks, and curbs, including any traffic control devices or signs necessary**

- ___ **Detailed construction drawings including, but not limited to typical sections of pavements, walks, steps, curbing and drainage structures.**

- ___ **Vicinity sketch at 1" = 400' showing the location of the site in relation to the surrounding public street system and the zoning district and boundaries for the site.**

- ___ **Location of all building setbacks required by the zoning ordinance.**

- ___ **Copies of all applicable State approvals and permits.**

- ___ **Any other additional information specifically requested by the Board.**

APPLICATION FOR A VARIANCE

**To: Board of Adjustment,
Town of Bethlehem**

Do not write in this space:
Case No: _____
Date filed: _____

(signed – ZBA)

Date: _____/_____/20_____

Name of applicant: _____ Phone Number: _____

Address: _____

Tax Map, Parcel, and District: _____

Description of Property or Structure: _____

Total acreage: _____ Total Square Footage: _____

Name and address of agent (if applicable): _____

A variance is requested from Article _____ Section _____

Of the zoning ordinance to permit _____

In order to grant a variance, the ZBA must agree that ALL the following tests are met.

Facts supporting this request:

1. The proposed use would not diminish surrounding property values because:

2. Granting the variance would not be contrary to the public interest because:

3. Denial of the variance would result in unnecessary hardship to the owner because of the following special circumstances of the property that distinguish it from other properties similarly zoned. All three conditions under this section must be satisfied for unnecessary hardship to exist under this standard.

A. The zoning restriction as applied to the applicant's property interferes with the applicant's reasonable use of the property, considering the unique setting of the property in its environment, because:

B. No fair and substantial relationship exists between the general purposes of the zoning ordinance and the specific restrictions on the property because:

C. The variance would not injure the public or private rights of others because:

4. Granting the variance would do substantial justice because:

5. The use is not contrary to the spirit of the ordinance because:

A detailed sketch of the plan, using the Checklist guidelines, must be included as part of the application.

The undersigned applicant hereby submits to the Bethlehem Zoning Board of Adjustment a completed application for a variance and respectfully requests its approval of said application. **Part of this application is a list of the names and addresses of abutters.**

_____/_____/20_____
Applicant or Agent Date

APPLICATION FOR A SPECIAL EXCEPTION

**To: Board of Adjustment,
Town of Bethlehem**

Do not write in this space: Case No: _____ Date filed: _____ _____ (signed – ZBA)

Name of applicant _____

Address _____

Owner _____
(if same as applicant, write Asame@)

Location of property _____
(street, number, sub-division & lot number)

NOTE: 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.

APPLICATION FOR A SPECIAL EXCEPTION

Description of proposed use showing justification for a special exception as specified in the zoning ordinance article _____ section _____

Explain how the proposal meets the special exception criteria as specified in article _____, section _____ of the zoning ordinance: ([list all criteria from ordinance])

Criteria 1 - _____

Criteria 2 - _____

Criteria 3 - _____

Applicant _____ Date _____
(Signature)

APPLICATION FOR A USE VARIANCE

**To: Board of Adjustment,
Town of Bethlehem**

Do not write in this space:
Case No: _____
Date filed: _____

(signed – ZBA)

Name of applicant _____

Address _____

Owner _____
(if same as applicant, write Asame@)

Location of property _____
(street, number, sub-division & lot number)

NOTE: 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.

APPLICATION FOR A USE VARIANCE

A variance is requested from article _____ section _____ of the zoning ordinance to permit _____

Facts supporting this request:

1. The proposed use would not diminish surrounding property values because:

2. Granting the variance would not be contrary to the public interest because:

3. Denial of the variance would result in unnecessary hardship to the owner because:
a. the zoning restriction as applied to the property interferes with the reasonable use of the property, considering the unique setting of the property in its environment such that:

b. that no fair and substantial relationship exists between the general purposes of the zoning ordinance and the specific restriction on the property because:

c. the variance would not injure the public or private rights of others since:

4. Granting the variance would do substantial justice because:

5. The use is not contrary to the spirit of the ordinance because:

Applicant _____ Date _____
(Signature)