



Loudon Planning & Zoning Office
55 South Village Road – Ste 4
Loudon, NH 03307
603-798-4540
planning-zoning@loudonnh.org

Please read all the instructions carefully. Failure to do so may result in your application being deemed incomplete, which could delay your Public Hearing.

NOTE: If you are making a request for relief based on an application denial from the Planning Board or the Building Inspector, please include a copy of that application, including all plans and/or sketches, and the letter of denial.

All completed applications must be received no later than fifteen (15) days prior to the next scheduled Zoning Board of Adjustment meeting.

Pursuant to RSA 677:2, eligible parties may apply for a **rehearing** after a decision has been made by the Loudon Zoning Board of Adjustment. The application for a rehearing must be made within thirty (30) calendar days of the decision. This thirty (30) day period shall begin the day after the Board votes to approve or disapprove the original application.

APPLICATION INSTRUCTIONS

1. Complete and sign the attached application. A separate application must be completed for each rehearing application.
2. The applicant is responsible for submitting a correct list of all abutters with complete mailing addresses for notification. Be sure to include the full mailing address of the owner of each abutting property. Three (3) sets of mailing labels with each abutter's name(s), full address, and zip code are required with your application. Please also include three (3) sets of mailing labels for the applicant.
3. An application fee of \$75.00 per application and \$12.00 per abutter (including the applicant) must be paid at the time of the application submission.

**TOWN OF LOUDON
ZONING BOARD OF ADJUSTMENT
APPLICATION FEES**

1. Any application accepted by the Loudon Zoning Board of Adjustment for a Public Hearing shall be accompanied by the following non-refundable fees:
 - A. VARIANCE: Seventy-Five Dollars (\$75.00)
 - B. SPECIAL EXCEPTION: Seventy-Five Dollars (\$75.00)
 - C. APPEAL OF AN ADMINISTRATIVE DECISION: Seventy-Five Dollars (\$75.00)
 - D. MOTION FOR A REHEARING: Seventy-Five Dollars (\$75.00)
 - E. ABUTTERS FEES: Twelve Dollars (\$12.00) for each abutter including the applicant is required on all the above applications.
2. The Zoning Board of Adjustment reserves the right to request an applicant to prepare special studies pertaining to their application at the applicant's expense and/or the board may contract with consultants to review all or portions of the application at the applicant's expense.

FEE CALCULATOR

Application Fee	\$75	\$ <u>75.00</u>
Abutters (fill in # of abutters)	\$12 x _____	\$ _____
Applicant notification	\$12 x _____	\$ _____
Owner notification (if different)	\$12 x _____	\$ _____
TOTAL		\$ _____

**TOWN OF LOUDON
ZONING BOARD OF ADJUSTMENT
APPLICATION FOR A REHEARING**

For office use:

Received: _____

Fees paid: _____

Accepted by: _____

Application Number: #Z _____

Applicant Name & Address:

_____ Telephone #: _____
_____ Map & Lot #: _____
_____ Email: _____

A Rehearing is requested for the decision made in application _____.

Date of Decision: _____

Decision and Reasoning provided on the Notice of Decision: _____

This application relates to Article _____ Section _____ of the Loudon Zoning Ordinance.

On what grounds do you believe this decision to be unlawful or unreasonable: _____

Applicant's Signature: _____ Date: _____

For ZBA Use:

Application accepted/denied: _____ Date: _____ Hearing: _____

Result of public hearing: _____

**TOWN OF LOUDON
ZONING BOARD OF ADJUSTMENT**

ABUTTERS FORM

Instructions: Please indicate the name and full mailing address of all abutters to the property which shall be reviewed by the Zoning Board. "Abutter" means any person whose property is in New Hampshire and adjoins or is directly across the street or body of water from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that their land will be directly affected by the proposal under consideration. For purposes of receipt of the notification by a municipality or local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term "abutter" means the officers of the collective or association, as defined in RSA 356-B:3, XXIII.

Please include the names of all attorneys, engineers, surveyors, planners, and/or architects whose stamp appears on the plat to be submitted to the Board for review and the Owner of the property on the plat.

Name: _____
Map / Lot: _____
Street: _____
City: _____
State / Zip: _____

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State / Zip: _____

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