

TOWN OF PARSONSFIELD
APPLICATION FOR A VARIANCE OR APPEAL
TO BOARD OF ZONING APPEALS

Name of Appellant _____

Mailing Address _____

City or Town _____ State _____

Telephone _____ Map/Lot _____

Name of Owner _____

The undersigned requests that the Board of Appeals Consider one of the following:

1. **An Administrative Appeal.** (Application for an administrative appeal shall be filed at the office of the Town Clerk, who shall notify the Chairman of Board of Appeals and the Code Enforcement Officer. No Fee.) Relief from the decision, or lack of decision, of the Code Enforcement Officer or Planning Board in regard to an application for a permit. The undersigned believes that (check one):

- An error was made in the denial of the permit
- The denial of the permit was based on a misinterpretation of the ordinance.
- There has been a failure to approve or deny the permit within a reasonable period of time.
- Other _____

Please explain in more details the facts surrounding this appeal (please attach a separate piece of paper.) You should be as specific as possible so that the Board of Appeals can give full consideration to your case.

2. **A Variance** (Application for a variance shall be made to the Code Enforcement Officer on the form provided for that purpose, accompanied by a **\$25.00 fee and \$150.00** escrow amount.)

A. Nature of Variance: Describe generally the nature of the variance. In addition, a sketch plan of the property must accompany this application showing the dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of the proposed buildings or alterations, and any natural or topographic peculiarities of the lot in question. .

B. Justification of Variance: In order for a variance to be granted, the appellant must demonstrate to the Board of Appeals that the strict application of the terms of the zoning ordinance would cause undue hardship. There are four criteria, which must be met before the BOA can find that a hardship exists. Please explain how your situation meets each of these criteria listed:

1. The land in question cannot yield a reasonable return unless the variance is granted.

2. The need for a variance is due to the unique circumstances of the property and not to the general conditions of the neighborhood. _____

3. This hardship is not the result of action taken by the appellant or a prior owner. _____

4. The granting of a variance will not alter the essential character of the locality. _____

I certify that the information contained in this application and its supplement is true and correct.

Date: _____

Appellant Signature: _____

Note to Appellant: This form should be returned to the Code Enforcement Officer. You will be contacted by the Chairman of the Appeals Board to schedule your hearing.