

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

Name of Appellant \_\_\_\_\_

Mailing Address \_\_\_\_\_

City or Town \_\_\_\_\_ State \_\_\_\_\_

Telephone \_\_\_\_\_ Map/Lot \_\_\_\_\_

email \_\_\_\_\_

Name of Owner \_\_\_\_\_

The undersigned requests that the Zoning Board of Appeals Consider this **Variance Request:**

**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.

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**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.

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

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

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

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Application for a variance shall be submitted to the **Town Clerk**, who shall notify the Chairman of Board of Appeals. A \$100 Application Fee and \$150 Escrow Fee **MUST** be paid with this application. Additional funds may be required to complete the processing of this appeal.

I certify that the information contained in this application and any supplements is true and correct.

Date: \_\_\_\_\_

Appellant Signature: \_\_\_\_\_

**You will be contacted by the Chairman of the Appeals Board to schedule your hearing.**

Town of Parsonsfield  
Zoning Board of Appeals Fees  
Effective Date May 11, 2021  
Added Reconsideration and fees paid in advance for all applications  
Effective Date July 13, 2021

\*Initial Fee will be \$250.00 – To be paid in advance with all Applications

- (1) This Fee Schedule applies to Variance Applications, Administrative Appeals, and Reconsiderations.
- (2) Application Fee: \$100.00 – non refundable
- (3) Escrow Fee: \$150.00 (assumes 2 ads @ \$45 ea. and 8 abutters @ \$7.50 ea.)
- (4) When the Escrow amount does not meet actual expenditures, the applicant shall submit additional funds as specified by the Board. Payment is required to continue the ZBA process.
- (5) Independent Review and Advice/Professional Services: Additional fees may be required if the ZBA requires that a consultant or other appropriate professional advisor review one or more aspects of an application or assist the Board. The consultant or other advisors shall first estimate the cost of the review and the applicant shall deposit, with the Town, the full estimated cost, or a good determination of costs, which the Town shall place in the appellant's escrow account. This fee must be paid before proceeding with the appeal.
- (6) When a Final Signed Decision is made by the ZBA, any outstanding balance shall be paid by the appellant prior to the ZBA releasing the decision. Any remaining funds in the escrow will be reimbursed to the applicant.

Signed: ~~May 11, 2021~~ July 13, 2021 Revision

  
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Edward I. Bower Jr. – Selectboard Chair

  
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Harvey Macomber – Selectboard Member

  
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Jesse Stacey – Selectboard Member