

**TOWN OF PEMBROKE
ZONING BOARD OF ADJUSTMENT APPLICATION
APPEAL FROM AN ADMINISTRATIVE DECISION**

CASE NO. _____

Name of Applicant _____

Address _____

Telephone _____ Fax _____

E-mail Address _____

Owner of Property _____

Location of Property _____ Map _____ Lot _____

Signature of Owner of Property _____

If the property owner is not the applicant, the property owner MUST provide a notarized letter (original) authorizing the applicant to file an application.

You are filing this application because an administrative official/enforcement officer (an administrative official or enforcement officer is any Town official/staff or Town Board who is responsible for issuing permits or certificates, or enforces the ordinance) has made an order, requirement, decision or determination about your property and you think they have made a mistake. See NHRSA 674:33 and NH RSA 676:5 for more information.

Please state the decision that you would like reviewed:

Please attach a copy of the decision that you are appealing, a copy of the property tax

TOWN OF PEMBROKE
ZONING BOARD of ADJUSTMENT
FEE SCHEDULE WORKSHEET

NAME _____

CASE # _____

<u>DESCRIPTION</u>	<u>FEE</u>	<u>QUANTITY</u>	<u>TOTAL</u>
APPLICATION	\$100	_____	_____
NEWSPAPER LEGAL AD	\$90	_____	_____
CERTIFIED NOTICES	\$10 per Abutter	_____	_____
	TOTALS	_____	_____

ABUTTER LIST

An abutter is defined as any person whose property adjoins or is directly across the street or stream from the land under consideration by the Zoning Board of Adjustment.

An abutter list must be provided that consists of the mailing address and map and lot numbers for all abutters.

Abutter information can be obtained from the Planning Department located upstairs in the Town Hall.

All fees must be paid at the time the application is submitted or the application will not be accepted.

Submissions must be made in accordance with the adopted Zoning Board of Adjustment submission deadline, which is posted at the Town Hall.

All applicants are encouraged to meet with the Code Enforcement Officer prior to submitting an application to avoid delays due to incomplete information.