



**North Hampton Planning Board
CHANGE OF USE APPLICATION**

Applications due by 2pm on deadline date

Form: PB14

Prior to changing or opening a new business in an existing facility, the applicant must meet with the Fire Department and Building Department for a Technical Review meeting to determine what building modifications may be required in order to meet the current regulations. Call the Building Department to schedule a meeting.

Name of Applicant: _____ Phone Number: _____

Mailing Address: _____

Address of Property: _____ Map #: _____ Lot #: _____

Owner of Record: _____

Existing/Last Use of Property: _____

Proposed Use of Property: _____

Signature of Owner Date

Signature of Applicant or Agent Date

This form must be accompanied by a check for \$50.00 plus \$8.00 per abutter made payable to the Town of North Hampton. A completed form must be submitted by the deadline date according to the current Planning Board schedule. Please call 964-8650 for deadline dates.

FOR PLANNING BOARD USE ONLY Case # _____

Date Completed Application and Check Received: _____

Date of Planning Board Review: _____

Date of Technical Review Meeting: _____

(Summary of meeting to be attached to application)

Planning Board Action (check one):

_____ Approved _____ Approved with Conditions
_____ Denied _____ Requires Full Site Plan

Conditions or Comments: _____



North Hampton Planning Board
CHANGE OF USE APPLICATION
Applications due by 2pm on deadline date

Form: PB14

Change of Use Application Checklist

- _____ 3 sets on Avery 5160 address labels of abutters names and **mailing** address. Please include the owner and applicant (if different from the owner).

- _____ A floor plan of the proposed use.

- _____ A site plan of the property showing street frontage, building location, driveways, traffic flows, loading spaces, walkways, parking requirements, septic capacity and any other pertinent information.

- _____ If signage is different from existing sign then a separate Conditional Use Permit Sign Application must be filled out.

- _____ Application must be signed by the owner and applicant (if different).

- _____ Fee: Application \$50.00 plus \$8.00 per abutter. Please make check payable to the Town of North Hampton.