



**Town of North Hampton
Zoning Board of Adjustment**

*233 Atlantic Avenue – 2nd Floor
North Hampton, NH 03862*

*Tel 603.964.8650
Fax 603.964.1514*

Case # _____ For ZBA use only

INCLUSION CHECKLIST

Applicant: _____
Address: _____
Map/Lot: _____

Zoning Board Meeting Date _____ Deadline Date _____

The following items are required on or before the Deadline date for the Zoning Board of Adjustment meetings:

_____ 3 sets of Avery 5160 address labels and separate list with names and addresses for all required notifications per NH RSA.

_____ 13 copies of completed application and site plan, to include but not limited to:

_____	Lot lines	_____	Size of property
_____	Existing structures	_____	Total frontage
_____	Septic system	_____	Wetlands and buffers
_____	Leach field	_____	Setbacks
_____	Well locations	_____	Easements
_____	Dimensional measurements of proposed structures, including length, depth, height	_____	Architectural plans and renderings of proposed structures

_____ Explanation of Special Exception, Variance, or Requested Relief.

_____ Prior actions by the Board shall be cited and copies of decisions or orders attached.

_____ Property Deeds (include any easements and/or encumbrances).

_____ Application must have original owner signature or letter of authorization

_____ All fees paid (\$175.00 application fee, and \$10.00 per legal notice).

_____ Application submitted to office by 2:00pm on the deadline date.