



Town of North Hampton  
Zoning Board of Adjustment

233 Atlantic Avenue – 2<sup>nd</sup> Floor  
North Hampton, NH 03862

Tel 603.964.8650  
Fax 603.964.1514

INCLUSION CHECKLIST

Case # \_\_\_\_\_  
For ZBA use only

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:

\_\_\_\_\_ List of Abutters: 3 sets of typed/computer-generated labels (Avery 5160 preferred) with verified and correct mailing addresses (include the Conservation Commission for area variance(s) involving wetland setbacks using the mailing address of 233 Atlantic Ave. 2<sup>nd</sup> Floor, North Hampton, NH 03862).

\_\_\_\_\_ **11** 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	_____	Set backs
_____	Well locations	_____	Easements

\_\_\_\_\_ Explanation of Special Exception, Variance or relief requested.

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

\_\_\_\_\_ Property Deeds (**and any easements and/or encumbrances**).

\_\_\_\_\_ Application must have original owner signature or letter of authorization.

\_\_\_\_\_ "NOTICE" sign received; sign must be visible from street.

\_\_\_\_\_ All fees paid (\$210.00 application fee, and \$8.00 per abutter).

\_\_\_\_\_ Application in office by 2:00pm on the deadline date.