



# Town of Tamworth New Hampshire Zoning Board of Adjustment

Appeal from an  
Administrative  
Decision

Check All Boxes That Apply.

Items already checked are required.

Property Owner(s) Information:

Name(s): \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_

Property Location:

Tax Map# / Lot#(s): \_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_

Street Address: \_\_\_\_\_

For Official Use: TOWN CLERK RECEIVED STAMP
Purpose: _____
<input type="checkbox"/> Approved
<input type="checkbox"/> Denied
Chair: _____
Date: _____

Appeal from an Administrative Decision

Relating to the interpretation and enforcement of the provision of a zoning ordinance.

Decision of the enforcement officer to be reviewed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Number \_\_\_\_\_ Date \_\_\_\_\_

Article \_\_\_\_\_ Section \_\_\_\_\_ of the Zoning ordinance in  
question: \_\_\_\_\_

Town of Tamworth, NH  
Zoning Board of Adjustment  
Appeal from an Administrative Decision

- Public Hearing: A Public Hearing is required for any Administrative Appeal.
- A copy of the decision appealed from.
- Notification List: Provide a list of parties to be notified. Include the applicant, all abutters, the planning board, town clerk, and other interested parties. For each name, provide the Tax Map# / Lot#, or reason for notification, name, and mailing address.
- Mailing labels: Attach three (3) mailing labels for each party to be notified.

- Fees: When submitting an application, the following fees must be included:

(1) Application fee	\$100.00
(2) Advertisement fee (Conway Daily Sun)	\$130.00
(3) Postage fees for ____ Abutters' certified notices @ \$12.00 each	_____

Note: The cost of any consultants required by the Board to properly administer and enforce this Ordinance shall be borne by the applicant.

Total Fee Due (Payable to "Town of Tamworth") \$\_\_\_\_\_

- Submission: One (1) copy of this completed application, must be returned to the officer from whom the appeal is taken, and One (1) copy filed with the Tamworth Town Clerk. A digital copy, with all attachments, shall be emailed to [zba@tamworthnh.org](mailto:zba@tamworthnh.org). Attach additional sheets as necessary.

- If you are signing for anyone other than yourself, you must submit one copy of the legal document authorizing you to do so.

- Endorsement: (All property owners must sign.)  
I/We hereby request that the Tamworth Zoning Board of Adjustment review this application for approval, including all plans, documents, and information herewith. I/we represent to the best of my/our knowledge and belief, this request is being submitted in accordance with the regulations of the Town of Tamworth, NH.

\_\_\_\_\_  
\_\_\_\_\_  
Signature(s) of Property Owner(s)      Date

NOTE: This application is not acceptable unless all required statements have been made. Additional information may be supplied on a separate sheet if the space provided is inadequate.

# Town of Tamworth, NH

## Zoning Board of Adjustment

### Appeal from an Administrative Decision

#### PROCEDURE:

Under RSA 674:33, the Zoning Board of Adjustment "shall have the power to hear and decide appeals, if it is alleged there is error in any order, requirement, decision, or determination made by an administrative official in the enforcement of any zoning ordinance adopted pursuant to RSA 674:16."

The ZBA "may reverse or affirm, wholly or in part, or may modify the order, requirement, decision, or determination appealed from and may make such order or decision as ought to be made and, to that end, shall have all the powers of the administrative official from whom the appeal is taken."

Under the ZBA's Rules of Procedure, appeals must be filed within 30 days of the decision being appealed. One (1) copy with the Administrative Officer, and one (1) copy to the ZBA.

The officer from whom the appeal is taken shall transmit to the board all the papers constituting the record upon which the action appealed from was taken.

A public hearing will be scheduled within thirty (30) days.

#### LIST OF ABUTTERS AND PROFESSIONAL SUPPORT

Pursuant to RSA 676:7 of the State of New Hampshire, the Town of Tamworth is required to notify every abutter of the public hearing by certified mail, return receipt requested. The cost of required publication of said notice, and the cost of mailing said notice to abutters shall be paid by the applicant. It is the applicant's responsibility to provide a list of abutters, parties holding an interest in the property (Right of Way, Easement, Covenant), and any professional who has placed his or her seal on a plan that is being submitted (whether the plan was created for the current application or was created sometime before).

ABUTTER - "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term "abutter" means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term "abutter" includes the manufactured housing park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the local land use board. RSA 672:3.