

**TOWN OF FARMINGTON**  
**ZONING BOARD OF ADJUSTMENT**  
356 Main Street, Farmington, NH 03835  
603-755-2774

(For Office Use Only)

Date Rec'd: \_\_\_\_\_ By: \_\_\_\_\_ Tax Map/Lot \_\_\_\_\_

**FEES:**

Application: \$ \_\_\_\_\_

Public Notice: Actual cost of legal listing \$ \_\_\_\_\_

Abutters: \_\_\_\_\_ x actual cost of postage = \$ \_\_\_\_\_

Total Received: \$ \_\_\_\_\_ Cash ☐ Check # \_\_\_\_\_

**SPECIAL EXCEPTION**

**APPLICANT/PROPERTY OWNER INFORMATION**

APPLICANT: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

PROPERTY OWNER (*if different from applicant*): \_\_\_\_\_

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

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

**PROPERTY/PARCEL INFORMATION**

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

Tax Map # \_\_\_\_\_ Lot # \_\_\_\_\_ Zoning District \_\_\_\_\_

Brief Description of Property: \_\_\_\_\_

**DESCRIBE PROPOSED OR EXISTING USE FOR THE PROPERTY**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

**Special Exception General Standards (as set forth in Section 2.00 (D)1 of the Zoning Ordinance)**

1: *Explain how the proposed use is consistent with the character of other permitted uses within the district.*

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2: *Explain how no hazard shall be created to the public or adjacent property on account of potential fire explosion or release of toxic materials.*

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3: *Explain how no detriment to property values shall be created in the vicinity or change in the essential characteristics of any area including residential neighborhoods or business and industrial districts on account of the location or scale of buildings and other structures, parking areas, access ways, odor, smoke, gas, dust, or other pollutant, noise, glare, heat, vibration, or unsightly outdoor storage of equipment or other materials.*

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4: *Explain how no traffic hazard or substantial increase in the level of traffic congestion shall be created.*

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5: *Explain how there will be no excessive demand on municipal services, including but not limited to, water, sewer, waste disposal, police and fire protection and schools.*

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6: *Explain how no significant increase of stormwater runoff onto adjacent property or streets shall be created.*

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Applicant \_\_\_\_\_ Date \_\_\_\_\_  
(Signature)

## CERTIFIED LIST OF ABUTTERS

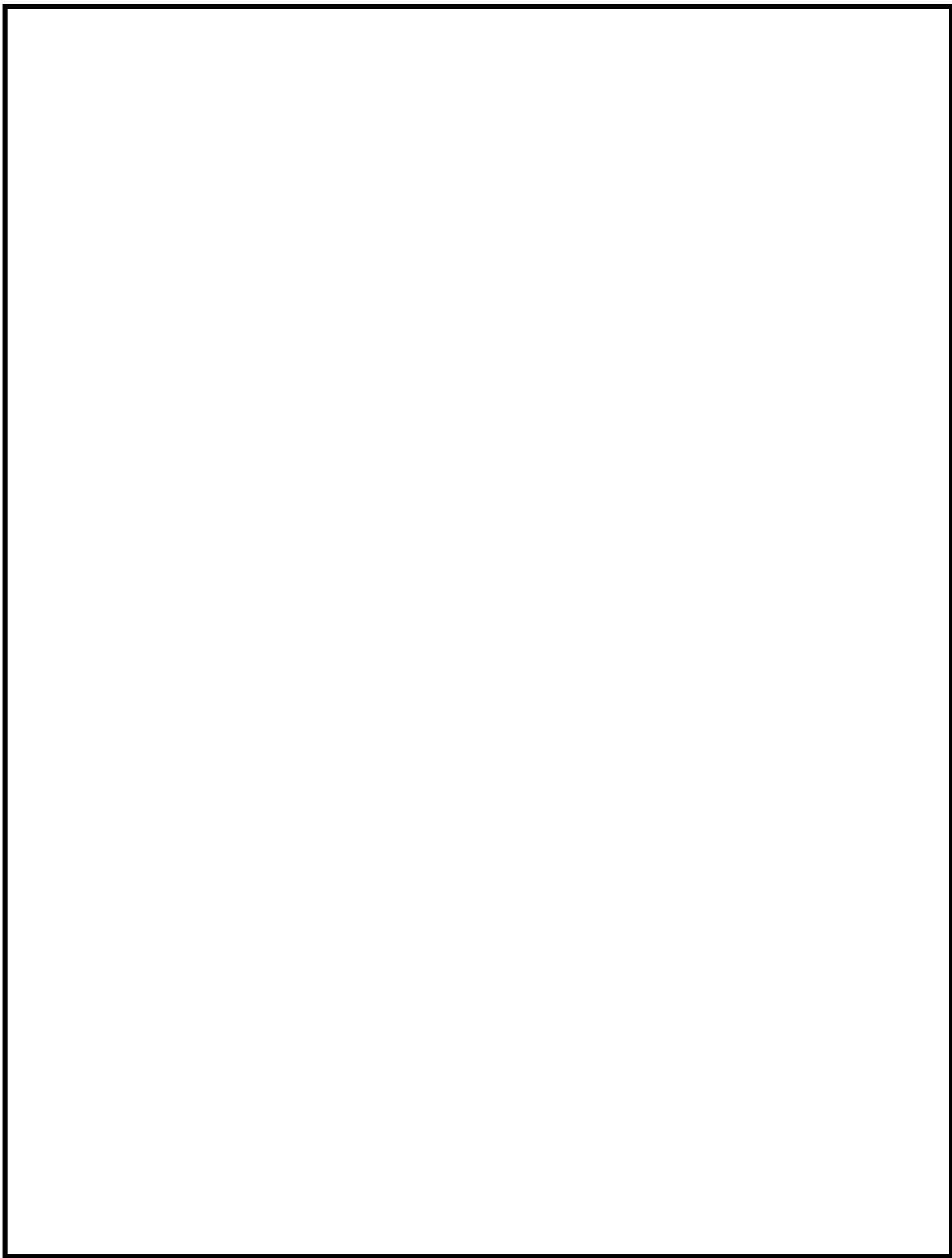
**RSA 672:3** "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" 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.

The following information must be completed by the applicant in order to begin the subdivision/site plan review/lot line adjustment application process. Below, list the verified names and mailing addresses of the applicant, authorized agent(s), engineer, architect, land surveyor, soil scientist, consultant, abutter, holders of conservation easements or restrictions on adjacent lands, municipal/regional planning commissions (if a regional notice is required), associations, etc., not more than five (5) days prior to submission, per RSA 676:4,I(b). Abutters' names and mailing addresses must be verified against the records kept in the Farmington Assessor's Office. Attach additional copies of this form if necessary. Include two (2) sets of mailing labels for each person listed below and an extra set for each owner/applicant/professional listed.

[illegible]

Name of Person Preparing List \_\_\_\_\_ Date Prepared \_\_\_\_\_

Preparer's Signature \_\_\_\_\_ Date \_\_\_\_\_



# NEW FEE SCHEDULE 2022

## TOWN OF FARMINGTON - VALUATION AND FEE SCHEDULE

### BUILDING DEPARTMENT

#### Calculation of Value:

Residential Building Permit	\$70 per square foot
Non-livable structures	\$35 per square foot
Porches & Decks & Sheds	\$20 per square foot
Manufactured Housing/Mobile Homes	Bill of Sale Required
Commercial Structures /Buildings	Based on construction contract (copy required)
In Ground Pool	Based on construction cost

Example: 1200 square feet x \$70 = \$84,000 divided by 1000 = 84 times \$8.00 = \$672

*\*\* Does not include inspections or technician permit fees*

#### Fees:

Building Permit	\$25 flat fee plus \$8.00 per \$1000 value
Electrical, Plumbing, Gas/Mechanical Permit	\$50 + Inspections @ \$30 each
Propane Tank Set	\$50 + Inspections @ \$30 each
Inspections / Re-inspections	\$30 each occurrence
Above Ground Pool or Hot Tub Permit	\$25 + Inspections @ \$30 each & Electrical Permit Fee
Demolition/Wrecking Permit	\$75 flat fee
Oil Burning Permit	\$50 flat fee

All fees must be paid for BEFORE the permit is issued.

### PLANNING BOARD

#### Application Fees:

Minor Site Review	\$100
Major Site Review	Residential: \$200 base fee plus \$50 per new dwelling unit Commercial: \$200 base fee plus \$0.10 per square foot of new non-residential construction.
Minor Subdivision Review	\$175 base fee plus \$100 per newly created lot
Major Subdivision Review	\$225 base fee plus \$100 per newly created lot
Lot Line Revision	\$150 base fee
Special Use Permit	\$150 base fee
Voluntary Lot Merger	\$20 (Recording Fee)
Earth Removal Permit	\$150 base fee
Scenic Tree Cutting/Trimming	\$150 base fee
Legal Notice Advertising	Actual cost of listing
Abutter Fees	Actual cost of current postage rates per abutter (Including applicant and professionals)

Planner's Fee: A fee of \$85.00 per hour will be incurred by the applicant for any Planning Board application that requires more than a total of eight hours to review and process.

Over



**NOTE:** All plats and/or plans to be recorded at the Registry of Deeds will require the applicant to pay \$29 per page plus the mandatory LCHIP charge of \$25.00. The Town of Farmington will file all plats/plans at the Registry on behalf of the applicant.

Additionally, all other fees for third party review or legal review by the Town Attorney must be paid by the applicant prior to filing of the decision for the application.

In the event that a Compliance Hearing is deemed necessary by the Planning Board, any and all fees resulting from said compliance hearing will be borne by the APPLICANT/DEVELOPER, including any third-party review and all legal fees.

**Additional Requirements:**

3 sets of Mailing Labels for Abutter Notices on all public hearings.

1 certified Abutters List – Please confirm Abutters address with Assessing Department.

Initial Submittal: 1 complete copy of the application, 1 complete full-size plan set and 1 electronic copy.

Technical Review Committee (if required): 7 complete copies of the application, 7 copies of 11” x 17 plan sets, 1 complete full-size set and 1 electronic copy.

Planning Board: Final Revised plan set should include 8 complete copies of the application, 8 copies of 11” x 17” plan set, 2 complete full-size sets, 1 colorized full-size plan set, and 1 electronic copy.

1 signed copy of this Fee Schedule.

## ZONING BOARD OF ADJUSTMENT

**Application Fees:**

Variance Request	\$100
Special Exception	\$100
Appeal from an Administrative Decision	\$100
Legal notice advertising	Actual cost of listing
Abutter Fees	Actual cost of current postage rates per abutter (Including applicant and professionals)

**Additional Requirements:**

3 sets of Mailing Labels for Abutter Notices for all public hearings

1 certified Abutters List– Please confirm Abutters address with Assessing Department.

6 complete copies of Application with supporting documentation plus original

1 signed copy of this Fee Schedule

**NOTE:** All additional copies of plans and application materials currently before the Planning Board or ZBA requested by Town staff and Boards shall be provided at the applicant’s expense.

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Date

TOWN OF FARMINGTON  
ZONING BOARD OF ADJUSTMENT  
356 Main Street, Farmington, NH 03835  
603-755-2774

APPLICATION INSTRUCTIONS

*Please read carefully prior to filling out your application. If you need assistance, please contact the Planning Department at 603-755-2774.*

All information requested on the application must be filled in completely and legibly and submitted to the Planning Department with any additional documentation and all fees required. All documents in package must be collated by the applicant prior to submission. Incomplete application packages will not be scheduled until all requirements are met.

1. Three sets of mailing labels for each abutter on the Certified Abutter List including an extra set for each owner/applicant/professional
2. One Certified Abutters list
3. Original, and six complete copies of application with supporting documentation
4. One signed copy of the fee schedule
5. All fees

All checks or money orders must be made payable to the Town of Farmington and must be paid in full at the time your application is submitted.

***ABUTTERS' NAMES AND ADDRESSES MUST BE VERIFIED BY THE APPLICANT OR AGENT AGAINST THE RECORDS OF THE TOWN OF FARMINGTON NOT MORE THAN FIVE (5) DAYS PRIOR TO SUBMISSION OF THE APPLICATION.***

When your application submission is determined to be complete, a hearing will be scheduled in accordance with the Zoning Board of Adjustment's published Hearing Schedule. Public Notice of the hearing will be published in Foster's Daily Democrat at least five (5) days prior to the scheduled hearing.

During the public hearing, the Zoning Board of Adjustment will reach a decision to grant, conditionally grant, deny, or continue the public hearing if deemed necessary by the Board. At the conclusion of the hearing or continued hearing the Board will vote on your application and you will be sent a Notice of Decision.