

**TOWN OF PEMBROKE  
ZONING BOARD OF ADJUSTMENT  
SPECIAL EXCEPTION APPLICATION**

CASE NO. \_\_\_\_\_

DATE FILED \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_

Owner of Property \_\_\_\_\_

Location of Property \_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_

Signature of Owner of Property \_\_\_\_\_

**If the property owner is not the applicant, the property owner MUST provide a  
notarized letter (original) authorizing the applicant to file an application.**

You are applying for permission to use your property in a way that is **PERMITTED** in the  
Zoning Ordinance under "Special Exception", Article \_\_\_\_\_ Section \_\_\_\_\_.

Please give a detailed description of your proposal below.

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Has this property received a Special Exception or Variance in the past? \_\_\_\_\_

If "YES", please provide copies of past Zoning Board of Adjustment Notices of Decision.

1. Please describe how the requested use is essential or desirable to the public convenience or general welfare.

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2. Please state how the requested use will not impair the integrity or character of the district or adjoining zones, nor be detrimental to the health, morals or general welfare.

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3. Please describe how the specific site is an appropriate location for the proposed use and that the character of adjoining uses will not be affected adversely.

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4. Please show that no factual evidence is found that the property value in the district will be adversely affected by such use.

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5. Will undue traffic, nuisance or unreasonable hazard result from your proposed use? Yes or no and please explain your answer:

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6. Please explain how adequate and appropriate facilities will be provided for the proper operation and maintenance of the proposed use.

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7. Please show that there are no valid objections from abutting property owners based on demonstrable fact.

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8. Please show that the proposed use has an adequate water supply and sewerage system and meets applicable requirements of the State.

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9. If the proposed use is for multi-family dwellings, will it be served by the Town water system and by the Town sewerage system.

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Please provide a copy of the property tax card, the plot plan, and any other information you feel would be relevant for the Zoning Board of Adjustment to have when reviewing the application.

**TOWN OF PEMBROKE  
ZONING BOARD of ADJUSTMENT**

**FEE SCHEDULE WORKSHEET**

NAME \_\_\_\_\_

CASE # \_\_\_\_\_

<u>DESCRIPTION</u>	<u>FEE</u>	<u>QUANTITY</u>	<u>TOTAL</u>
APPLICATION	\$100	_____	_____
NEWSPAPER LEGAL AD	\$120	_____	_____
CERTIFIED NOTICES	\$10 per Abutter	_____	_____
NOTICE OF DECISION	\$10 EA	_____	_____
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		_____	_____
	TOTALS	_____	_____

**ABUTTER LIST**

An abutter is defined as any person whose property adjoins or is directly across the street or stream from the land under consideration by the Zoning Board of Adjustment.

An abutter list must be provided that consists of the mailing address and map and lot numbers for all abutters.

Abutter information can be obtained from the Planning Department located upstairs in the Town Hall.

All fees must be paid at the time the application is submitted or the application will not be accepted.

Submissions must be made in accordance with the adopted Zoning Board of Adjustment submission deadline, which is posted at the Town Hall.

All applicants are encouraged to meet with the Code Enforcement Officer prior to submitting an application to avoid delays due to incomplete information.