



Town of Hollis
Zoning Board of Appeals

34 Town Farm Road
Hollis, ME 04042
(207) 929-8552 Fax: (207) 929-3686

APPLICATION TO APPEAR BEFORE THE BOARD

{Please note: as the Applicant, you are responsible to review the Hollis Zoning Ordinance to determine which sections apply to you.}

NAME: _____

ADDRESS OF PROPERTY: _____

APPLICANT'S MAILING ADDRESS: _____

EMAIL ADDRESS: _____ PHONE: _____

TAX MAP # _____ LOT # _____ ZONE: _____ LOT SIZE: _____

This application must include:

1. A sketch plan of the property showing dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of proposed buildings or alterations, and any natural or topographic peculiarities of the lot in question.
2. A copy of the lot as it appears on the Town Map
3. A copy of the title abstract or deed
4. A copy of the CEO's Denial Form or Permit
5. Application fee
6. List of names and mailing addresses of all abutting property owners, including across the street.

The undersigned requests that the Board of Appeals consider #1 or #2 of the following:

1. Administrative Appeal (See Article 3, Section 3.7.3 of the Hollis Zoning Ordinance)
Relief from the decision, or lack of decision, of the Code Enforcement Officer in regard to an application for a permit. The undersigned believes that (check one):
☐ An error was made in the denial of the permit
☐ An error was made in the granting of the permit
☐ The denial of the permit was based on a misinterpretation of the ordinance.
☐ There has been a failure to approve or deny the permit within a reasonable time
☐ Other (Please specify on a separate piece of paper)

Please attach a narrative explaining in detail the facts surrounding this appeal. Be as specific as possible in order to be given full consideration to your case.

2. A Variance

- a. Nature of Variance: What section of the Zoning Ordinance makes it necessary for you to apply for a variance?
- b. Justification of Variance: In order for a variance to be granted, the applicant must demonstrate to the Board that strict application of the terms of the Zoning Ordinance would cause undue hardship. There are five criteria which must be met before the Board can find that a hardship exists. You MUST explain in full (a sentence or more on each statement) how each of the following statements applies to you.

Setback Variance for Single-Family Dwellings:

- a. The need for a variance is due to the unique circumstances of the property and not the general condition of the neighborhood;
- b. The granting of a variance will not alter the essential character of the locality;
- c. The hardship is not the result of action taken by the applicant or a prior owner;
- d. The granting of the variance is based upon demonstrated need, not convenience, and no other feasible alternative is available.

I certify that the information contained in this application and its supplement is true and correct.

SIGNATURE: _____ DATE: _____

Date received at Board of Appeals office: _____ Fee: _____

DRAFT