



## Instructions

\*TO ALL APPLICANTS FOR A ZONING VARIANCE PLEASE BE ADVISED THAT IN ORDER FOR YOUR APPLICATION TO BE CONSIDERED COMPLETE, YOU MUST SUBMIT THE FOLLOWING:

1. Completed application (including all 5 questions on sheet 2). The application must be completely filled out and signed. You must submit the original by the submission deadline (14 days before the scheduled meeting).
2. Detailed plot plan to scale, or a survey of the lot.
3. Plans of the proposed structure
4. A \$150.00 application fee (You will be billed for the advertising fee and first-class mail cost for abutter notices.)
5. Letter of authorization if representing owner.
6. Copy of contract if you are the prospective buyer.

\*The Zoning Board of Appeals meets the second Tuesday of the month.

\*Submission materials must be received in the Code Enforcement office by **12:00 (noon)** on the submission deadline date 14 days before the scheduled meeting).

\*Appellants or legal representatives must be present at the time of the hearing. Those who do not appear, or who have incomplete submissions will be tabled at the meeting and will have to wait until the following meeting to be heard.

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401



APPLICATION FOR VARIANCE OR  
APPEAL TO BOARD OF ZONING APPEALS

TOWN OF HERMON, MAINE

NAME OF APPELLANT: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY OR TOWN: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ MAP: \_\_\_\_\_ LOT: \_\_\_\_\_ ZONE: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_  
PROPERTY LOCATION: \_\_\_\_\_

The undersigned requests that the Board of Appeals consider one of the following:

- \_\_\_ **Administrative Appeal** Relief from decision, or lack of decision, of the Code Enforcement Officer or Planning Board regarding an application for a permit. The undersigned believes that (check one).
- \_\_\_ An error was made in the denial of the permit.
- \_\_\_ The denial of the permit was based on misinterpretation of the ordinance.
- \_\_\_ There has been a failure to approve or deny the permit within a reasonable period of time.
- \_\_\_ Other \_\_\_\_\_

Please explain in more detail the facts surrounding this appeal (please attach a separate piece of paper). You should be as specific as possible so that the Board of Appeals can give full consideration to your case.

\_\_\_ **Variance**

a. **Nature of Variance:** Describe generally the nature of the variance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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In addition, a sketch plan of the property must accompany this application 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.

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b. **Justification of Variance:** In order for a variance to be granted, the appellant must demonstrate to the Board of Appeals that the strict application of the terms of the Zoning Ordinance would cause undue hardship. The following criteria must be met before the Board of Appeals can find that a hardship exists. Please explain how our situation meets each of these criteria listed below.

1. **The land in question cannot yield a reasonable return unless a variance is granted.**

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2. **The need for a variance is due to the “unique circumstances” of the property (not desired use or personal hardship) and not to the general conditions in the neighborhood.**

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3. **The granting of a variance will not alter the essential character of the locality.**

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4. **The hardship is not the result of action taken by the applicant or a prior owner.**

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5. **Relief, if granted, would not cause substantial detriment to the public good, or impair the purposes and intent of this Ordinance.**

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**Other:**

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

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SIGNATURE OF APPELLANT

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PRINTED NAME

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DATE

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