

**APPLICATION TO THE BOARD OF APPEALS
FOR A SETBACK VARIANCE
FOR A SINGLE FAMILY DWELLING**

Name of Appellant:

Mailing address:

City or Town, _____

State _____

Zip Code: _____

Telephone: _____

Name of Property Owner: _____

The undersigned requests that the Board of Appeals hear and consider a variance from the setback requirements for a single family dwelling which is the primary year-round residence of the applicant, or its accessory structure(s), upon finding that the strict application of the Readfield Land Use Ordinance to the applicant's property would create undue hardship. This application is pursuant to Article 2 Section 1.C.4 of the Land Use Ordinance of the Town of Readfield.

A. Describe generally the nature of the variance requested:

B. Justification of Variance: In order for this setback variance to be granted, the appellant must demonstrate to the Board of Appeals that the strict application of the terms of the Land Use Ordinance would cause undue hardship. All five of the criteria below must be met before the Board can find that a hardship exists. Please explain how your situation meets each of these criteria listed below:

1. The need for the variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood:

2. The granting of a variance will not alter the essential character of the locality;

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

4. The granting of the variance will not substantially reduce or impair the use of abutting property;

5. The granting of the variance is based upon demonstrated need, not convenience, and no other feasible alternative is available;

The Board of Appeals may not grant a variance if the result would be to exceed the maximum non-vegetated surface ratio allowed in the district. Minimum setback from a waterbody or wetland may not be reduced. Minimum front, side, and rear setbacks may be reduced by more than 20% only if the applicant has obtained the written consent of any affected abutting landowner.

Signature of Appellant

Date

Board of Appeals
Required Submittals
For a
Variance

- ___ 1. Copy of completed application;
- ___ 2. Copy of the portion of applicable tax map showing subject property, abutting properties and boundaries of all contiguous property under the control of the owner or applicant, regardless of whether all or part is being developed at this time;
- ___ 3. Names and mailing addresses of all property owners abutting the proposed development. (Abutters are the owners of any parcels with one or more common boundaries or points, as well as property owners of any parcel located directly across any road, railroad or stream along the road, railroad or stream from the parcel involved in the application. Also included is any Qualified Conservation Holder of an easement in any of these parcels);
- ___ 4. Exact direction to the property from the Town Office, using a map if necessary;
- ___ 5. The Assessor's tax map and lot numbers of the parcels;
- ___ 6. A copy of the deed to the property or other documentation to demonstrate right, title or interest in the property on the part of the applicant;
- ___ 7. Map showing the north bearing and lot dimensions of all property lines of the property to be developed and the source of this information;
- ___ 8. Site plan(s) illustrating the following: (Note: If the site plan is not drawn to scale, then specific distances identifying the relative locations of the following features must be shown on the plan);
 - a) The location, names, and present and proposed widths of existing and proposed roads, driveways, streets, parking and loading areas, walkways and rights-of-way within or adjacent to the proposed development.
 - b) The location and dimensions of all existing and proposed buildings and structures on the site, including underground storage tanks.
 - c) The location of existing and proposed open drainage courses, wetlands, water bodies, floodplains, stands of trees, and other important natural features, with a description of such features to be retained.
 - d) The location and dimensions of any existing and proposed easements.
 - e) The location and dimensions of all existing and proposed provisions for water supply and wastewater disposal systems, including a design copy or letter of soils suitability for any proposed new or replacement wastewater disposal systems.
 - f) A copy of all existing or proposed covenants or deed restrictions associated with the subject property.
- ___ 9. A copy of any applicable Federal, State or Town applications or permits which have been issued;
- ___ 10. Evidence of receipt of application fee paid to the Town of Readfield;
- ___ 11. A copy of any required dimensional calculations applicable to the standards being reviewed, for example, square footage of structures, percent of lot coverage, etc., and
- ___ 12. Any additional information relevant to the project, for example, photographs, Cobbossee Watershed District recommendations, etc.