

**ZONING BOARD OF ADJUSTMENT  
TOWN OF HANOVER, NH**

**MOTION FOR REHEARING**

**FOR OFFICE USE ONLY**

Case No. \_\_\_\_\_  
Fee total \_\_\_\_\_  
Date filed \_\_\_\_\_  
Received by \_\_\_\_\_

1. Applicant Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone No. \_\_\_\_\_

Email \_\_\_\_\_

2. Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone No. \_\_\_\_\_

3. Project Location (Street Address) \_\_\_\_\_

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

4. Applicant has submitted a Motion for Rehearing of the Zoning Board Decision to:

GRANT ☐ DENY ☐ Case No. \_\_\_\_\_

Date of Decision \_\_\_\_\_

**FOR OFFICE USE ONLY**

I hereby acknowledge receipt of this application.

Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

The Zoning Board voted to GRANT ☐ DENY ☐ this request.

Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

# MOTION FOR REHEARING

Motion must be filed within 30 days after any order or decision of the ZBA, local legislative body or board of appeals. Please refer to NH RSA 677- REHEARING AND APPEAL PROCEDURES: General Provisions.

## SUBMISSION REQUIREMENTS CHECKLIST

- ☐ Payment of **filing fee** \$150
- ☐ **SEVEN copies of the following, COLLATED**
  - ☐ This **checklist** – completed by the applicant
  - ☐ **1<sup>st</sup> page of this application** – completed by the applicant
    - ☐ Application bears the signature of the property owner or authorized agent **OR** is accompanied by a letter of authorization signed by property owner or authorized agent
  - ☐ **Notification list** - provided by the applicant

Notification requirements are outlined in NH RSA 676:7 & in the Zoning Ordinance. The notification list shall be drafted not more than FIVE days prior to filing, and shall include the **names AND mailing addresses** of:

    - ☐ Owner of the subject property
    - ☐ Applicant (if different from the owner of the subject property)
    - ☐ Abutting property owners. A list of abutting property owners & mailing addresses can be generated & printed from the Assessor's records at: [axisgis.com/HanoverNH/](https://axisgis.com/HanoverNH/) For properties under a condominium or other collective form of ownership, a list of the officers of the collective or association, is acceptable. When the officers are not known, each individual condominium owner must be listed. Please call 640-3213 for assistance.
    - ☐ All holders of conservation, preservation or agricultural preservation restrictions as defined in RSA 477:45
  - ☐ A **detailed letter** describing every ground upon which it is claimed that the decision or order complained of is unlawful or unreasonable.
  - ☐ **Copy of the decision** complained of
- ☐ **Digital copy** of complete submission emailed to [bruce.simpson@hanovernh.org](mailto:bruce.simpson@hanovernh.org)

**Application submission is NOT complete until ALL OF THE ABOVE is received at the Planning, Zoning & Codes Office.**

**IF THE MOTION IS GRANTED:** the rehearing will be scheduled upon receipt of:

- a new application submission
- payment of the Legal Notice fee (\$25) & the Notification fee (\$16 per name on Notification List – no exclusions; **every name**)

Testimony will not be carried over from the original case; all parties to the action or proceedings interested in providing testimony for or against the new application may appear in person, by agent or counsel, or in writing.