

TOWN OF BRIDGTON
Three Chase Street, Suite 1, Bridgton, Maine 04009
207-647-8786

VARIANCE APPEAL

****ATTENTION****

BOARD OF APPEALS APPLICANTS

The fee for filing an application with the Board Of Appeals is \$250.00. In addition to this fee, a \$500.00 escrow deposit will be required.

The escrow deposit is used to cover certified mailings and advertising. Unused funds will be returned to the applicant at the conclusion of the review process.

If the processing fees for an application exceeds the \$100.00 amount, the applicant will be notified that an additional amount will be required before the review process is allowed to continue.

When filling out the application all questions must be answered in order for the application to be considered complete. If a question is not applicable, please state why it is not applicable.

In addition, a sketch plan of the property must accompany this application showing dimensions and shape of the lot, the size and location of existing buildings, the location and dimensions of proposed buildings or alterations, and any natural or topographic peculiarities of the lot in question.

Applicant must submit eight (8) copies of this application including any back-up information relative to the appeal.

Applicant and/or representative of the applicant should be present at hearing.

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VARIANCE APPEAL

APPLICANT'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

OWNER(S) NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

MAP & LOT: _____

LOCATION OF PROEPRTY WHICH IS SUBJECT OF APPEAL: _____

_____ A Variance Appeal

a. Please describe in detail the facts surrounding this appeal, what you think is wrong about the decision which you are appealing, and what action you want the Board of Appeals to take in this matter. If additional space is needed, please continue on a separate sheet of paper and attach it to this application.

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. There are four criteria which must be met before that Board of Appeals can find that a hardship exists. Please explain how your situation meets each of these criteria listed below:

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

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

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

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

EXISTING USE OF SITE: _____

ZONING DISTRICT: _____

SIZE OF LOT: _____

LIST WHETHER THIS IS A NEW OR EXISTING BUILDING: _____

SIZE OF EXISTING BUILDING (IF APPLICABLE): _____

PROPOSED SIZE OF NEW BUILDING (IF APPLICABLE): _____

PROPOSED SIZE OF ADDITION/EXPANSION: _____

SETBACK OF PROPOSED BUILDING FROM NORMAL HIGH WATER LINE: _____

SETBACK OF PROPOSED EXPANSION FROM NORMAL HIGH WATER LINE: _____

SETBACK OF PROPOSED BUILDING FROM ABUTTING PROPERTY OWNERS: _____

SETBACK OF PROPOSED EXPANSION FROM ABUTTING PROPERTY OWNERS: _____

SETBACK OF PROPOSED BUILDING FROM ROADS: _____

SETBACK OF PROPOSED EXPANSION FROM ROADS: _____

NATURE OF VARIANCE (REASON FOR REQUEST). Variances may be granted only from dimensional requirements including but not limited to, lot size (square footage per dwelling unit, etc.), lot width, structure height, percent of lot coverage, and setback requirements and the road construction standards.

The undersigned hereby applies for a variance which is the setting aside of one or more requirements of the applicable Bridgton Ordinance(s) and is equivalent to permission to not comply with one or more Ordinance provisions.

SUBMISSION REQUIREMENTS: When the Owner of the property or his authorized agent makes formal application for a variance, his/her application shall contain at least the following exhibits and information:

1. Application.

_____ a. a fully executed and signed application for a variance.

_____ b. Title, Right or Interest. A copy of the landowner's deed to the property must be attached and the applicant must establish title, right or interest in the property. If application is made by someone other than the landowner(s), then an agreement between the applicant and the landowner must authorize the applicant to act as the landowner's agent and must be attached. Also, all landowner(s) associated with the property must be notified in writing regarding this application and a copy of this notification must be attached.

_____ c. Names and addresses of all owners of record of all abutting property.

_____ d. A completed "Justification For Variance Form" which is signed by the applicant.

2. Map Requirements.

_____ a. Original features and proposed vegetative cutting, re-vegetation, earthmoving, roadways, drainage and structures (proposed and existing); fences and walls, including all landscaping and screening and indicating existing trees to be retained and areas to be left undisturbed shall be submitted.

_____ b. Current zoning boundaries and 100-year floodplain boundaries including surrounding areas to a distance of 300 feet from the perimeter of the site. (A copy of the Town tax map will suffice)

_____ c. Easements; rights-of-way, existing, planned or proposed; or other reservations adjacent to or intersection the property.

_____ d. Location of watercourses, aquifers and aquifer recharge areas, wetlands, marshes, surface water, rock outcroppings, wooded areas and areas of significant tree growth.

_____ e. A sketch plan of the property showing the dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of proposed building/additions or alterations. (This means you must show where the new building or new addition is going to be located to show compliance with the setback requirements of the Shoreland Zoning Ordinance.

_____ f. A statement on the map of the amount of area of land involved in the site, the percentage of the site proposed to be covered by buildings, the total number of dwelling units proposed.

The undersigned hereby applies for a variance which is the setting aside of one or more requirements of the applicable Bridgton Ordinance(s) and is equivalent to permission to not comply with one or more Ordinance provisions.

The best of my knowledge, all information submitted in this application is true and correct.

Dated: _____

Applicant

**SAMPLE LETTER
ABUTTER NOTIFICATION**

Date:

Subject Property Location:

Map _____

Lot _____

To:

This is to inform you that I am submitting an application to the Bridgton Board of Appeals for a _____.

The Board of Appeals will begin review of the application on Thursday _____ at 7:15p.m. The meeting will be held at the Bridgton Town Office, Three Chase Street, Suite 1, Bridgton, Maine. Enclosed please find a sketch of the proposed project and location.

An application is also on file at the Bridgton Town Office for further review. If you have any questions, please feel free to contact me at _____. You may also contact Robert Baker, Code Enforcement Officer, or Georgiann Fleck, Secretary, at the Bridgton Town Office, 207-647-8786.

Sincerely,
