



**TOWN OF LINCOLNVILLE
493 HOPE ROAD
LINCOLNVILLE, ME 04849**

APPLICATION FOR VARIANCE OR ADMINISTRATIVE APPEAL TO APPEALS BOARD

Name of Appellant:					
Mailing Address:					
City or Town:		State:		Zip code:	
Telephone:			Fax number:		
Name of Property Owner:					

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

_____ **1. An Administrative Appeal.**

Relief from the decision, or lack of decision, of the Code Enforcement Officer or Planning Board in regard to 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 a 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 Appeals Board can give full consideration to your case.

_____ **2. A Variance.**

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

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.

b. Justification of Variance: In order for a variance to be granted, the appellant must demonstrate to the Appeals Board that the strict application of the terms of the ordinance would cause undue hardship. There are four criteria which must be met before the Appeals Board 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.

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

Date _____

Appellant: _____

Note: You will be notified of the date of the appeal hearing.