



TOWN OF LONDONDERRY

**ZONING BOARD OF ADJUSTMENT**

268B Mammoth Road Londonderry, New Hampshire 03053 · Phone: 432-1100, ext.134 · Fax: 432-1128 email: [lgandia@londonderrynh.org](mailto:lgandia@londonderrynh.org)

**RELIEF OF ADMINISTRATIVE DECISION**  
**APPLICATION FOR APPEAL**

**Location of property:** Street address \_\_\_\_\_

Tax map \_\_\_\_\_ Parcel \_\_\_\_\_ Zone \_\_\_\_\_

Owner's name (s) \_\_\_\_\_ Tel. No. \_\_\_\_\_

Owner's address \_\_\_\_\_

Owner's Email address \_\_\_\_\_

Applicant's name (s) \_\_\_\_\_ Tel. No. \_\_\_\_\_

Applicant's address \_\_\_\_\_

Applicant's Email address \_\_\_\_\_

Representative's name \_\_\_\_\_ Tel. No. \_\_\_\_\_

Representative's address \_\_\_\_\_

Representative's Email address \_\_\_\_\_

Previous Zoning Board action on this property: \_\_\_\_\_

Section \_\_\_\_\_ of the Londonderry zoning regulation, as interpreted by the administrative body in question:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_


and as interpreted by the applicant seeking relief:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## HOW TO USE THE ASSESSOR'S COMPUTER TO DO YOUR ABUTTER'S LIST



1. Make sure you are at the screen where “Parcel ID,” “Street Name,” “Owner Name” and “Print Record” are all listed vertically on the right hand side. If not, click on the down facing arrow “” on each screen until it brings you back.
2. Click on the “Parcel ID” square on the top right hand corner of the screen.
3. The first time you do this, the keyboard should pop up automatically. The next time you perform step “2,” you will be brought to another screen; just look for the keyboard icon on the lower right hand screen and click on that. Then you will arrive at the keyboard itself.
4. Using the mouse, enter the parcel ID numbers as they have been written on the abutter’s list, e.g. 012 001 24 (with spaces in between, no dashes).
5. Click on the “Enter” key to the far right.
6. When the property is listed on the next screen, click on “Go To” found in the middle of the screen. This will bring you to the actual card for that property, which is what you need to find.
7. When the card appears, **click on the owner’s name**. This will cause a smaller insert to appear which will detail the owner’s name and mailing address. **This is the information that needs to be copied down onto your application.** If the owner’s mailing address is in Londonderry, you don’t have to copy down “Londonderry, NH 03053.” Just do this when their mailing address is outside of Londonderry.
8. Click on “Parcel ID” again to repeat the process and put in the next set of numbers.
9. If you have any problems, see the Zoning Board Secretary

I understand that I must appear in person at the public hearing scheduled by  
the Zoning Board of Adjustment.

If I cannot appear in person,  
I will designate a representative or agent in writing below to act on my behalf.

I hereby designate \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

to represent me as a representative/agent in the pursuance of this appeal.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Dated

Total fee due (to be calculated by ZBA secretary): \$ \_\_\_\_\_