

THE EAST KINGSTON ZONING BOARD OF ADJUSTMENT IS RECRUITING NEW MEMBERS TO SERVE AS ALTERNATES ON THE BOARD

Residents are encouraged to attend any of the upcoming opportunities below to learn more about serving on this important board.

The Planning Board is hosting a series of open houses where recruitment for both Planning Board and Zoning Board members will be discussed. These sessions are scheduled during their regular meetings over the summer at 7:00pm at the Pound School located at 41 Depot Road on the following dates: **JUNE 16, 2022 - JULY 21, 2022 - AUGUST 18, 2022**



The Zoning Board will meet on **JUNE 23, 2022** at 7:00pm at the Pound School and will provide a segment of the meeting to address the need for additional members and answer questions about the Board's responsibilities.

ROLE OF A ZONING BOARD ALTERNATE

Alternates serve a vital role to maintain the function of the Zoning Board and offer a wide range of professional expertise and local knowledge. Responsibilities of Zoning Board Alternates include:

- attendance at scheduled Zoning Board meetings (The board meets only when needed. These meeting dates are typically reserved for the 4th Thursday of the month)
- offering opinions, perspectives and information relative to board business and functions

A Zoning Board Alternate may be seated as a regular voting member in the event a full voting member is absent or unable to participate on a specific matter, or if quorum is not convened. Alternates remain non-voting members until such time they are seated to replace a full voting member. Alternates can participate in Board discussions of applications and other Board business but cannot cast official votes in official duties and other matters unless they are filling in for a regular member.

Details about Zoning Board of Adjustment roles and responsibilities are outlined in the NH Revised Statutes Annotated (RSAs) NH Planning and Land Use Regulations available at:

www.gencourt.state.nh.us/rsa/html/LXIV/674/674-33.htm.

Board meeting minutes and application materials are available at www.eknh.org/board-of-adjustment. **Please forward any questions about the Zoning Board or membership process to: Cathy Belcher, Land Board Secretary 603-642-8406 ext.4 Email: landboardsecretary@eastkingstonnh.gov or Tim Allen, EKZBA Chairman at timallenekplanningboard@gmail.com.**

What is the Zoning Board of Adjustment?¹

The Zoning Board of Adjustment is an organized group of selected members of the community who has the authority to act in four separate and distinct categories:

1. **Appeal from Administrative Decision** - Hear and decide appeals if it is alleged there is error in any order, requirement, decision, or determination made by an administrative official;
2. **Approval of Special Exception** - In appropriate cases and subject to appropriate conditions and safeguards, make special exceptions to the terms of the ordinance;
3. **Grant of Variance** - Give permission to use a specific piece of property in a more flexible manner than allowed by the ordinance; and
4. **Grants of Equitable Waivers of Dimensional Requirement** - Address situations where a good faith error was made in the siting of a building or other dimensional layout issue.

¹ Source (in part): NH Office of Planning and Development – ZBA Handbook for Local Officials