

ZONING APPLICATION INSTRUCTIONS

APPLICATION: Must collate 12 copies of each item

1. Provide 2 original and 12 copies of the completed, signed application. One original will be returned to the applicant upon payment of fee.
2. Submit a check with application for zoning application fee, made payable to "Town of Exeter"

ZONING CERTIFICATE:

1. Submit a completed zoning certificate, signed by the Zoning Inspector dated within 6 months prior to application. (*Submit 12 copies*)

INFORMATION TO BE FOUND IN TAX ASSESSOR'S OFFICE or <https://exeterri.mapgeo.io>

RADIUS MAP:

1. Copy of radius map with subject property outlined in color and a 200 foot circumference drawn around the subject property (not less than 1/2" = 200). Draw **NORTH ARROW** on copy of map. (*Submit 12 copies*)
****When an application is for new construction of a residential or commercial building, the petitioner shall indicate on submitted map, the zoning district of all lots within 200 feet of subject lot/s.**
2. Provide a list of abutters within 200' radius, neatly typed or handwritten (can be printed from website listed above also) which includes the abutters' name, mailing address and Plat, Block and Lot number. (Only one certified letter is required to be sent to owners of multiple lots). (*Submit 12 copies of the list*)

SITE MAP:

1. Submit plan view showing accurate location of **all existing and proposed** building/s with **ALL BOUNDARY SETBACKS CLEARLY MARKED** on an 8 1/2 x 11 paper. Draw **NORTH ARROW** on map. If there is question as to lot lines, a survey must accompany the application. (*Submit 12 copies*)
2. **Businesses** must have a **STAMPED PLAN** from an engineer. On an application for an **INDUSTRIAL** or **COMMERCIAL** building, a floor plan showing locations of loading and unloading platforms shall be submitted. The site plan is required to show parking spaces and exact location of structure, including setbacks and landscaping.

CERTIFIED LETTERS: (a *copy* of which is included in the application packet)

1. Letters must be sent to all abutting property owners within 200 ft. radius and **MUST BE MAILED NO LATER THAN 14 DAYS PRIOR TO THE SCHEDULED HEARING DATE.** The **GREEN** card is to be addressed to the "Zoning Board", Exeter Town Hall, 675 Ten Rod Rd., Exeter, RI 02822 for return. *Place the applicant's name on the top of the green card for file identification.* **White post office receipts must contain addressee's name (address not necessary) and applicant's name. Return white receipts to the Zoning Board Clerk at the scheduled hearing.**

****MUST COLLATE THE BELOW ITEMS THAT NEED 12 COPIES****

1. APPLICATION
2. ZONING CERTIFICATE
3. ABUTTERS LIST
4. RADIUS MAP
5. SITE MAP
6. OTHER DRAWINGS- IF APPLICABLE



Town of Exeter, RI

Zoning Application

CONTACT INFORMATION

Applicant **Date:** _____

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Owner (if different than above)

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Engineer / Surveyor

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Attorney

Name _____

Address _____

PROPERTY INFORMATION

Assessor's Plat _____ Block _____ Lot(s) _____

Street Address _____

Zoning District _____ Length of Property Ownership _____

Lot Dimensions (ft): _____ Frontage _____ Width _____ Depth _____ Lot Size (sq. ft.) _____

Existing Buildings on Property: No Yes Size of Existing Buildings (sq. ft.) _____

APPLICATION

ZBR Approvals Required: Special Use Permit Dimensional Variance Use Variance

Existing Building(s) to be Demolished: No Yes Size of Proposed Buildings (sq. ft.) _____

Brief Description of Proposed Alterations _____

Zoning Characteristics Matrix

PROPOSED ALTERATION

	Main Structure			Accessory Structure		
	Existing	Ordinance Req.	Proposed	Existing	Ordinance Req.	Proposed
Front Setback						
Right Side Setback						
Left Side Setback						
Rear Setback						
Height						

Deviation From Required Standards - List each applicable section of the Exeter Zoning Ordinance for which relief is being sought

Section & Subsection #	Title of Section	Ordinance Requirement	Proposed	Difference (Amount of Relief Req.)

CERTIFICATION

Attest: The information provided on this application is true and accurate

Applicant's Signature _____ Date _____

Owners's Signature _____ Date _____

The Board may desire to inspect the premises. Permission for site inspection given _____ refused _____

Other information to be included with application: Zoning Certificate, Radius Map, List of Abutters, Site Plan, and Application fee. Failure to comply with all requirements could result in the board's refusal to hear application.

ADMINISTRATIVE

For Official Use

Application Submission Date _____

Zoning Board Meeting Date _____

Newspaper Advertisement Date _____

Application Fees _____ Paid: Yes No



Town of Exeter, RI
Zoning Board Notice to Abutters

NOTICE TO ABUTTERS

Applicant / Owner

Date: _____

Name _____

Assessor's Plat _____ Block _____ Lot(s) _____

Street Address _____

You are being notified of the applicants intent to petition the Zoning Board for the following relief:

Special Use Permit _____
 Indicate Section and description

Dimensional Variance _____
 Indicate Section and description

Variance _____
 Indicate Section and description

Use Variance _____
 Indicate Section and description

Permission is being requested to: _____

For relief under the Exeter Zoning Ordinance concerning the above mentioned property.

This petition will be heard by the Zoning Board of Review at:
 Town of Exeter Town Hall-Council Chambers
 675 Ten Rod Rd
 Exeter, RI 02822
 at 7:30 p.m. on

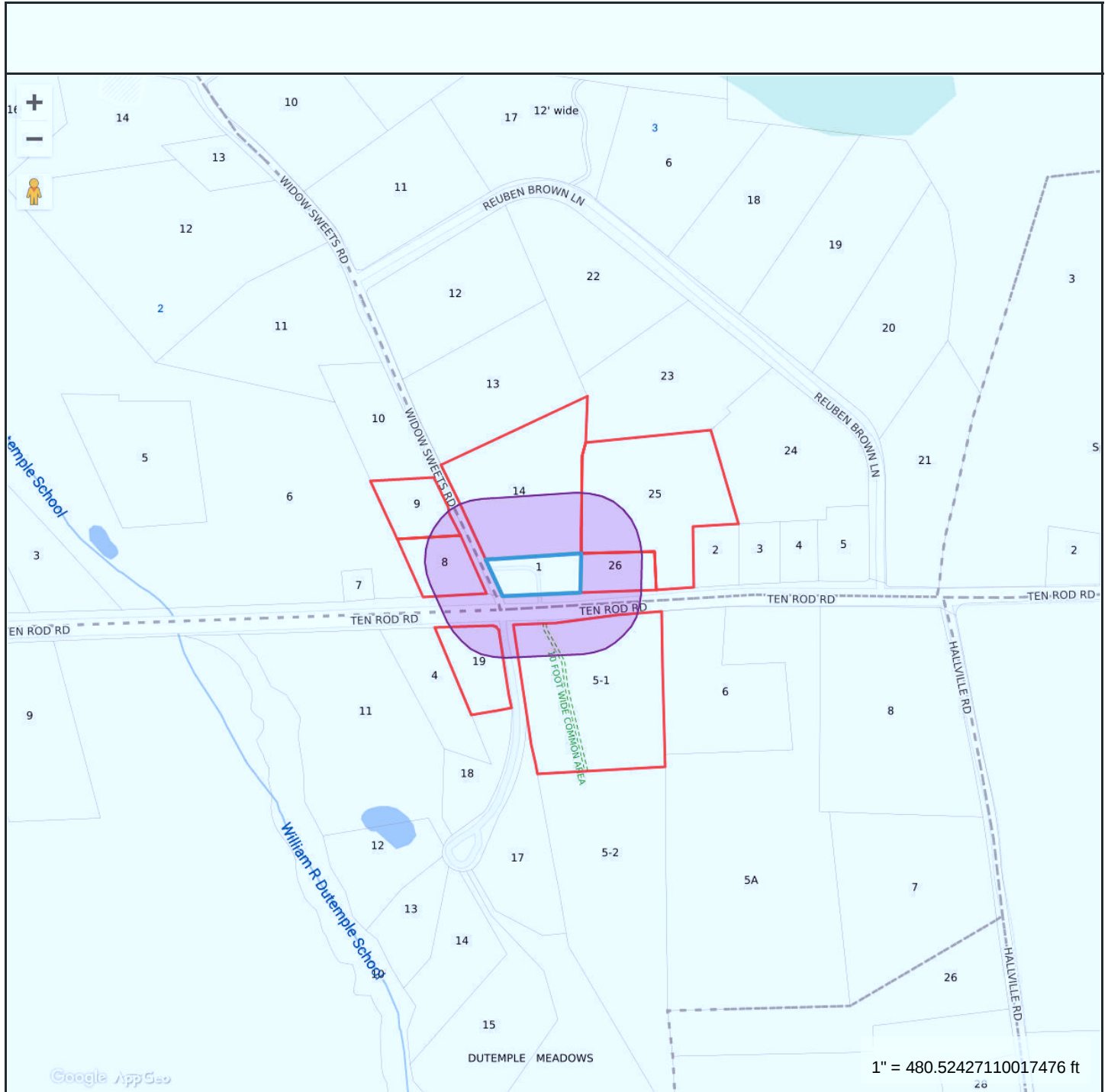
_____ Meeting Date

Sincerely,
M. Dixie Foisy

M. Dixie Foisy
 Exeter Zoning Board Clerk

This letter is sent to you as an abutter of record as required by law. Questions or comments relative to this petition should be directed to:

Town of Exeter-Zoning Department
 675 Ten Rod Rd
 Exeter, RI 02822
 (401) 294-2592



Property Information

Property ID 23-3-1
Location 675 TEN ROD RD
Owner TOWN OF EXETER



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

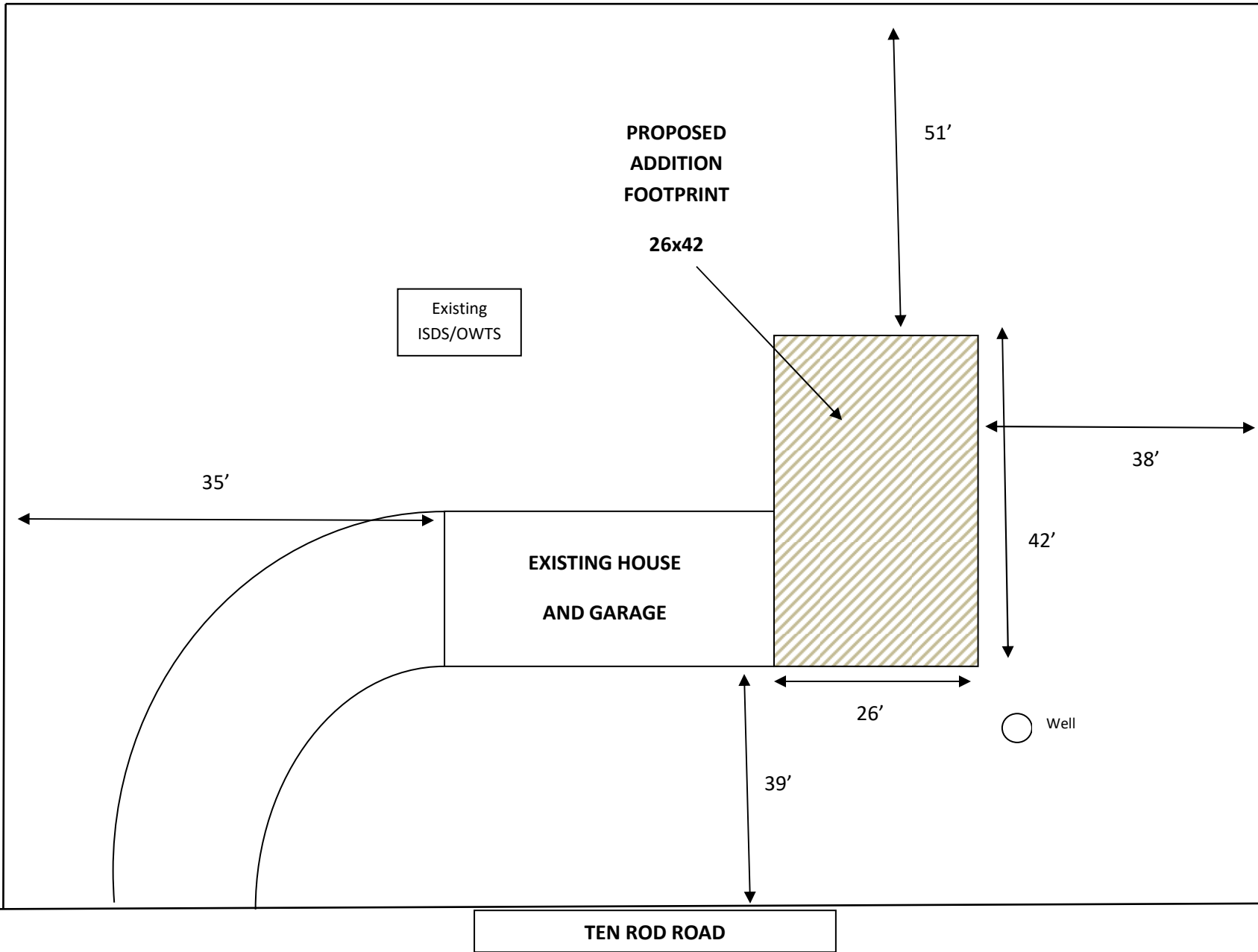
Town of Exeter, RI makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 10/13/2021
 Data updated 10/13/2021

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

SITE MAP EXAMPLE

AP _____ BLOCK _____ LOT _____



TEN ROD ROAD

SITE MAP REQUIRES THE ACCURATE LOCATION OF ALL EXISTING AND PROPOSED STRUCTURES (INCLUDING DECKS, SHEDS, BARNs, AND DWELLING UNIT) WILL ALL BOUNDARY SETBACKS CLEARLY MARKED.

DRAW NORTH ARROW AND IDENTIFY THE NEAREST ROAD

ZONING FEES

ZONING APPLICATION FEE: The fee of **\$300** must accompany each Zoning Application payable to the “Town of Exeter”.

CONTINUANCES: Any application that is continued beyond **2** Zoning Board meetings for any reason, will be billed a **\$75.00** fee for each additional advertisement placed in the Standard Times.

APPEAL HEARINGS: The applicant shall be responsible to pay the **\$300.00** fee for obtaining a stenographer, in addition to the application fee in the amount of **\$300**. Unless otherwise directed the Zoning Clerk will be responsible for confirming the appearance of the stenographer.

EXTENSIONS: Requests for an extension beyond the one (1) year time allotment for new construction and six (6) month time allotment for additions/modifications to existing uses, commencing at the time of the variance approval to the issuance of the construction permit shall require a fee of **\$50.00** payable to the Town of Exeter.

M. Dixie Foisy
Zoning Board Clerk