



Town of Amherst, New Hampshire
Office of Community Development
Building · Code Enforcement · Planning · Zoning · Economic Development

AMHERST VILLAGE HISTORIC DISTRICT APPLICATION

1. **Type of application:** (check all that apply)
 - Conceptual Consultation
 - Application for Certificate of Approval to Alter, Construct, Repair, Move, Demolish or Change the Use of any structure or place within the Amherst Village Historic District.
2. **Project Address:** 7 Beaver Brook Circle Map: 18 Lot: 18 -
3. **Zoning District and Overlay Districts:** (check all that apply)

Zoning Districts	Overlay Districts
<input type="checkbox"/> Residential Rural (RR)	<input checked="" type="checkbox"/> Historic District (HD)
<input type="checkbox"/> Northern Transitional (NT)	<input type="checkbox"/> Floodplain Conservation District (FCD)
<input type="checkbox"/> Northern Rural (NR)	<input type="checkbox"/> Wetland and Watershed Conservation District (WWCD)
<input type="checkbox"/> General Office (GO)	<input type="checkbox"/> Aquifer Conservation and Wellhead Protection District (ACWPD)
<input type="checkbox"/> Commercial (C)	
<input type="checkbox"/> Limited Commercial (LC)	
<input type="checkbox"/> Industrial (I)	
4. **Primary Contact:** Jack Shepard
Email: jackshepard612@gmail.com **Phone #:** 703-638-9758
 Applicant Owner Attorney Surveyor/Engineer/Other Licensed Professional
5. **Applicant:** Jack Shepard
Address: 7 Beaver Brook Circle City: Amherst State/Zip: NH 03031
Phone #: 703-638-9758 Email: jackshepard612@gmail.com
6. **Owner:** Same as applicant
Address: _____ City: _____ State/Zip: _____
Phone #: _____ Email: _____
7. **Surveyor/Engineer/Attorney/Other Licensed Professional:**
N/A
Address: _____ City: _____ State/Zip: _____
Phone #: _____ Email: _____
8. Date Building was built (if known): 1962
9. Contributing House Number (can be found here <https://arcg.is/1nrb8e>): N/A (not contributing)

10. **Required Information (for all applications):**

Description of proposed work: _____

Install cedar post-and-rail fence in backyard. Fence will have 3 boards for each section with a face board at each post. Black wire mesh will be used between the boards to fully enclose the yard. New fence will extend from existing fence. See attached pictures for design details and installation dimensions.

Reason for proposed work: To enclose the yard for the safety of our small children.

Special Conditions:

Describe any special conditions that you want the Commission to consider: _____
Our house is a non-contributing property.

NOTE: All applications must be *complete* and filed in the Community Development Office no less than 21 days before a meeting (third Thursday of each month) in accordance with the Historic District Commission schedule of meeting dates and deadlines.

Applications will not be accepted without a completed Historic District Application Checklist.

INSTRUCTIONS FOR SUBMITTING A COMPLETED APPLICATION (Please read carefully)

For an application to be scheduled on the next available Historic District Commission agenda, the following items **SHALL** be submitted to the Office of Community Development by close of business on the officially posted submittal date:

- 1. Completed and signed Application Form with all items required for a completed application as listed in the Historic District Commission Regulations (see below)**
- 2. Completed Checklist, Waivers (if applicable), and Abutters**
The checklist shall be completed as part of the application, including waiver requests with appropriate documentation.
- 3. Number and format of copies**
 - a. Five (5) paper copies of the application form and checklist, plans and supporting documentation.
 - b. One (1) digital (PDF) copy of the application form and checklist, plans and supporting documentation which may be submitted by email or physical portable storage device (USB jump drive, etc.).
 - c. One (1) paper copy of the abutters list.

4. Application Fee

Fees shall be determined at the time of submission. Fees are based on the type of permit and number of certified mailings which must be sent. All checks are to be made payable to the Town of Amherst.

Fee Calculation:	Conceptual Consultation	No Fee
	All other Applications	\$ 60.00 application fee + (\$7 x __abutters = \$__) = \$_____ total due

I/We have read the Town of Amherst Historic District Commission Regulations, Stormwater Regulations, and Zoning Ordinance, (as applicable), and agree to be bound by them and all applicable State, Federal, and Local laws and regulations. I/We understand that no alteration, construction, repair, moving, demolition or change of use of any structure or place within the Amherst Village Historic District may take place until a Certificate of Approval has been issued by the Commission. I/We understand that failure to comply with the applicable regulations, ordinances, and laws may result in revocation of, or denial of, approvals or permits by the Town.

I/We understand that the Amherst Office of Community Development must have on file a completed application with all required submissions as outlined in the Historic District Commission Regulations in accordance with the Historic District Commission's annual schedule of meetings and deadline dates.

Authorization to enter subject property

I/We hereby authorize members of the Amherst Historic District Commission, Office of Community Development staff and other pertinent Town departments, boards and agencies to enter my property for the purposes of evaluating this application. This authorization applies specifically to those particular individuals legitimately involved in evaluating, reviewing or inspecting this specific application/project. It is understood that these individuals must use all reasonable care, courtesy and diligence when entering the property.

AUTHORIZED SIGNATURES

See previously submitted forms

Owner's Signature

Date

If Applicable:

Owner(s) authorization for Applicant to represent the application:

The applicant, as stated hereon, has authorization from the property owner to submit this Historic District Application and represent the property owner on matters relative to the Town's approval process.

Owner's Signature

Date

Applicant's Name & Title (Please Print)

Applicant/Agent's signature

Note: If not signed by owner a letter of authorization to proceed from owner is required.

Surveyor / Engineer / Attorney / Other Licensed Professional's signature

Date