



Chester Planning Board

84 Chester Street

Chester, NH 03036

Office: (603) 887-3636 Ext. 105

Hours: Weekdays 8:00 am to Noon, 1:00 to 4:00pm

E-mail: Planning@ChesterNH.org

Home Business Permit Application

The Planning Board reviews Home Business permits. The process includes filing an application, an application fee, and a discussion with the Planning Board at a publicly noticed meeting.

The fees are a \$30 application fee, plus \$5 per abutter for mailed notifications. The list of abutters must also include the property owner and the Town of Chester. Note that the Planning Office must verify this list.

When filling out the application, if you are not able to answer TRUE to all of the questions, then you may request an informal and non-binding consultation with the Planning Board or the Town Planner to review the questions.

*If you are unable to answer TRUE to all of the questions on the application form, you will not be able to receive approval from the Planning Board. In this case we recommend you consult with the Planning Office to obtain a Letter of Denial. The letter can then be used to apply to the Zoning Board of Adjustment.

*If any answers are false, your application will be denied. You will receive a written denial, which may then be used in an application to the Zoning Board of Adjustment.



Town of Chester
Home Business Permit Application
(Non-Transferrable)

To be completed by the Applicant:

Map # _____ Lot # _____ - _____

1. Owner/s of Record:

Name/s: _____

Street Address: _____

Telephone/Cellphone: _____

2. Applicant and/or Lessee (if not owner, requires letter of owner's permission):

Name/s: _____

Street Address: _____

Telephone/Cellphone: _____

3. Type of Home Business: (Examples: office, sales, shop, production ...)

4. Explain in detail the type of Home Business, and attach a drawing or aerial photo showing the location of all buildings, distance from road and nearest abutters, proposed parking area, proposed storage area (if any) ...

Building to be Used: _____

Number of Employees: _____

Describe Parking Location: _____

Expected Traffic volume (trips per day):

Light _____ (2-3) Medium _____ (4-6) Heavy _____ (7+)

Describe Proposed Storage Area (must be shielded from the public): _____

List Types of Equipment (must be shielded from the public): _____

5. Names and Addresses of All Abutters (Attach a list to Application).

Signature of Applicant: _____ Date: _____

Signature of Applicant: _____ Date: _____

Signature of Owner: _____ Date: _____

Signature of Owner: _____ Date: _____



Town of Chester

Home Business Permit Checklist

Map # _____ Lot # _____ - _____

Applicant/s: _____

Home Businesses are permitted in the Residential/Agricultural District subject to the approval of the Planning Board and the following criteria. Please answer the following questions:

1. This Home Business will be carried out only by the family, which resides on the premises and not more than two (2) on-premises employees who are not residents?

True _____ False _____

2. This activity is incidental and subordinate to the use of the premises for dwelling purposes and will not alter the general character of the neighborhood or reduce the value of any surrounding properties?

True _____ False _____

3. This activity will result in no external evidence of the enterprise except for a permitted sign under Section 4.4 of the Town of Chester Zoning Ordinance and will not have an adverse effect on the environment or the surrounding properties as a result of noise, odor, smoke, dust, lights, soil, water, or air pollution or electrical or electronic interference of any kind beyond the property wherever or whenever such might occur?

True _____ False _____

4. The parking areas will be located at the side or rear of the property subject to the setback requirements for accessory structures and will be screened from roads and surrounding properties in such manner as approved by the Planning Board? I/we understand on-street parking is prohibited.

True _____ False _____

5. This activity will have no outdoor display of goods and no outdoor storage of materials or equipment unless screened from roads and surrounding properties by natural or structural means to such an extent and in such manner as may be specifically required and approved by the Planning Board?

True _____ False _____

6. The residence or accessory buildings will not provide window displays or other characteristics or features normally associated with commercial uses?

True _____ False _____

7. There will be no change in the exterior appearance of the residence or other structures on the property as a result of this business, unless specifically approved or required by the Planning Board?

True _____ False _____

Additional comments: _____

Signature of Applicant: _____ Date: _____

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To be Filled out by the Planning Office

Home Business Permit Number: _____

Home Business Permit Issue Date: _____

*\$30.00 Home Business Permit Fee plus \$5.00 per Abutter Notification Fee
(includes abutters, applicant & Town):* _____

Planning Board Approval Date: _____

Authorized Signature: _____