
TOWN OF HOLLIS, NEW HAMPSHIRE

ZONING ORDINANCE



Amended

Recodification April 3, 2001

March 12, 2002

March 12, 2003

March 10, 2004

March 9, 2005

March 14, 2006

March 13, 2007

March 11, 2008

March 10, 2009

Adoption of Revised Flood Maps – June 2, 2009

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An ordinance to promote the health, safety, morals, and general welfare of the community by regulating the use of land in the Town of Hollis.

PREAMBLE

In pursuance of authority conferred by Chapter 674:16-34; New Hampshire Revised Statutes Annotated as amended and for the purpose of promoting the health, safety, morals, and general welfare of the inhabitants of the incorporated Town of Hollis, New Hampshire, by securing safety from fire, panic, and other dangers, providing adequate areas between buildings and various rights-of-way, by preventing the overcrowding of land, avoiding undue concentration of population, facilitating the adequate provisions for transportation, water, sewage, schools, parks, and other public requirements, and by other means in accordance with a comprehensive plan, the following ordinance is hereby adopted by the voters of the Town of Hollis, New Hampshire, in official Town meeting convened.

SECTION I: AUTHORITY

- A. AUTHORITY:** This ordinance has been adopted by Town Meeting Vote of the Town of Hollis, New Hampshire.
- B. AMENDMENTS:** This ordinance may be amended by a majority vote of any legal Town Meeting in accordance with provisions of the New Hampshire Revised Statutes Annotated. The Planning Board has the authority to assign such section numbers to this ordinance and to the Building Code as it may deem appropriate, provided that no substantive change shall occur as a result of such renumbering.
- C. PLANNING BOARD:** The Planning Board is authorized to require, when the scope of the impact of a proposed application warrants, an applicant to participate in a preliminary conceptual consultation or design review

SECTION II: SEPARABILITY CLAUSE

The invalidity of any provisions of this Ordinance shall not affect the validity of any other provision.

SECTION III: WHEN EFFECTIVE

This Ordinance shall take effect upon its passage.

SECTION IV: ENFORCEMENT AND ADMINISTRATION

- A.** It shall be the duty of the Board of Selectmen, and the Board of Selectmen is hereby given power and authority, to enforce the provisions of this Ordinance.
- B.** There shall be a Building Inspector who shall be the same Building Inspector as for the Town Building Regulations, and the administration of this Ordinance is hereby conferred upon him.
- C.** Upon any violation of this Ordinance, the Selectmen shall, on their own initiative, take immediate steps to enforce the provisions of this ordinance by seeking an injunction in the Superior Court or by any other proper legal action.
- D.** All applications for building permits shall be accompanied by a plat drawn to a scale of not smaller than 1" =100', showing the actual dimensions of each lot to be built upon, the size and location of each building to be erected upon each lot, and such other information as may be necessary to enable the Building Inspector to determine that the proposed structure and use of land will conform to the provisions of this Ordinance. A record of such applications and plats shall be kept in the office of the Building Inspector.
- E.** No excavation for foundation, nor erection, construction or structural alteration of any structure or part of a structure, or occupancy of streets or alleys with building materials or temporary structures for construction purposes, shall be undertaken until a permit shall have been issued by the Building Inspector. No such permit shall be issued before application has been made for a Certificate of Occupancy.
- F.** No vacant land shall be occupied until a Certificate of Occupancy shall have been issued by the Building Inspector.
- G.** A Certificate of Occupancy (CO), either for the whole or part of a new building or for the alteration of an existing building shall be applied for at the same time as the application for a building permit is applied for. The CO shall be issued within 90 days after notice of erection or alteration of such building or part of such building and shall have been completed in conformity with the provisions of this Ordinance.

- H. A Certificate of Occupancy for the use or occupancy of vacant land, or for a change in the use of an existing building, shall be applied for and issued before any such land shall be occupied or used, or such land or building changed in use, and such certificate shall be issued within 15 days after application has been made, provided such proposed use is in conformity with the provisions of this Ordinance.
- I. A record of all Certificates of Occupancy shall be kept on file in the office of the Building Inspector and a copy shall be furnished on request to any person having proprietary and tenancy interest in the building or land affected.
- J. If, after the issuance of a permit, the operations authorized thereunder are not commenced within one year after day of permit or, if after the commencement of operations the work is discontinued for a period of one year, such permit shall be void and work may not again be commenced until a new permit shall have been issued for the original work, and building materials and equipment on the ground shall be removed or stored according to the requirements of the Building Inspector.

SECTION V: PENALTIES AND FINES

Pursuant to NH RSA 676:17, any violation of this Ordinance, or any other regulation adopted pursuant to Title LXIV of the NH Revised Statutes Annotated, by the Town of Hollis, shall be punishable by either:

- A. A civil fine of not more than \$100 for each day that such violation is found by a court to continue after the conviction date, or after the date on which the violator receives written notice from the municipality that he/she is in violation of such ordinance or regulations, whichever date is earlier; or
- B. A criminal penalty, which shall be;
 - 1. a misdemeanor if the violation is committed by a natural person; or
 - 2. a felony if the violation is committed by any other person.
- C. Additionally, the Town of Hollis hereby adopts by reference Paragraphs II through IV of NH RSA 676:17 regarding the recovery of municipal attorneys fees and costs, other municipal costs, and the posting of a bond by alleged violators with the Superior Court.

SECTION VI: BOARD OF ADJUSTMENT

- A. The Board of Selectmen shall make appointment to a Board of Adjustment consisting of five members conforming in duties to the provisions of Chapter 674:33 of the NH Revised Statutes Annotated, as amended. Thereafter, as terms expire or vacancies occur, the appointing Authority shall be responsible for filling vacancies and maintaining full membership on the Board of Adjustment. The Board of Adjustment shall conform in membership and term of office to the provisions of Section 5, Chapter 673, NH Revised Statutes Annotated, as amended. In addition to the general powers granted to the Board of Adjustment by Chapter 674:33, it may, if in harmony with and subject to its provisions, authorize the following exceptions to be made and permits to be issued:
 - 1. For the erection or use of a structure in any District by a public utility corporation when such erection or use is reasonably necessary for the service of the public and not unreasonably detrimental to the character of the development.
 - 2. For a cemetery or a municipal utility in any District.
 - 3. For churches, religious buildings, auditoriums, municipal buildings, and other similar places of public assembly.
- B. In the determination of a decision with regard to an exception, the Board of Adjustment shall consider that:
 - 2. The use shall not be detrimental to the character, environment, scenic value or general welfare of the Town; and
 - 3. The use shall not materially affect traffic or the physical condition of the Town roads.

SECTION VII: ZONING

A. ZONING DISTRICTS

The zoning map officially entitled, "Hollis Zoning Map" is hereby adopted as part of this ordinance. It shows a division of the Town into the following zones:

1. **AGRICULTURAL AND BUSINESS ZONE (A&B):** To include the entirety of the following lots:

17-15	52-5	52-16	52-26	52-36	53-7
17-15.1	52-6	52-17	52-27	52-37	53-13
17-16	52-7	52-18	52-28	52-38	53-14
17-16.1	52-8	52-19	52-29	52-39	53-15
17-17	52-9	52-20	52-30	52-41	53-16
17-21	52-10	52-21	52-31	52-42	53-17
	52-12	52-22	52-32	52-43	
18-4	52-13	52-23	52-33	53-3	56-1
18-5	52-14	52-24	52-34	53-4	56-27
	52-15	52-25	52-35	53-6	

Also to include a portion of the following lots, consistent with the Zoning Map:

17-18	18-9	24-2	52-11	53-8
17-19			52-40	

Also to include an area on both sides of Silver Lake Road to a depth of three hundred (300) feet, north of the intersection of Ames Road to the Amherst line.

2. **COMMERCIAL ZONE (C):** To include an area east of Route 111, north of the Mobile Home-2 Zone, and west of the Recreational Zone, centered on part of a private road known as Pineola Drive.
3. **INDUSTRIAL ZONE (IN):** To include land in an area on Proctor Hill Road to a depth of 1,000 feet on the south side and 2,000 feet on the north side, extending 2,000 feet easterly into Hollis from the Brookline line, and all the land westerly from Runnells Bridge Road (Route 111) to a depth of 1,500' from the northern boundary of the Trailer Park Zone thence northerly to Twiss Lane and Depot Road.
4. **MOBILE HOME-1 ZONE (MH-1):** To include land on the west side of the Runnells Bridge Road as shown on the official zoning map as follows: Starting from an iron pipe 600' north of the Pepperell line on the west side of Rt. 111; South 87° 38' 54", West 1,320' to an iron pipe, thence North 0° 14' 42", West 1,291.10' to a stone bound, thence South 88° 45' 00", East 404' to an iron pipe, thence North 4° 00' 00", East 99' to a stone bound, thence North 89° 00' 00", East 1,160' to a stone bound on Route 111, thence South 9° 46' 00", West 1,369.98' to the point of beginning.
5. **MOBILE HOME-2 ZONE (MH-2):** To include approximately 110 acres; extending east from the northeastern-most boundary of the trailer park to the Recreational Zone and to follow the Recreational Zone south/southwest to the Massachusetts line, then west to Route 111, thence in a northerly direction along Route 111 to the starting point.
6. **RECREATIONAL ZONE (R):** To include all the land within 600' of the shores of Silver Lake, Pennichuck Pond, Rocky Pond, Flint Pond, the Nissitissit River, Nashua River, and Dunklee Pond.
7. **RESIDENTIAL AND AGRICULTURAL ZONE (R&A):** To include those areas as shown on the official Hollis Zoning Map.
8. **RURAL LANDS ZONE (RL):** To include those areas as shown on the official Hollis Zoning Map.
9. **TOWN CENTER ZONE (TC):** To include that area as defined on the official Hollis Zoning Map.

- 10. WATER SUPPLY CONSERVATION ZONE (WSC):** To include all of the area between Proctor Hill Road and the Recreational Zone west of Silver Lake delineated by the U.S.G.S. as having a stratified drift aquifer, and as delineated by the Aquifer Protection Overlay Zone (APO); also to include the area of Map 17, Lot 12 and the area between the delineated aquifer and the intersection of Proctor Hill Road and Rocky Pond Road.

B. OVERLAY ZONING DISTRICTS

- 1. AQUIFER PROTECTION OVERLAY ZONE (APO):** To include those areas indicated as having stratified drift aquifers, as shown on maps produced by the U.S. Geological Survey as part of its study, Hydrogeology of Stratified-Drift Aquifers and Water Quality in the Nashua Regional Planning Commission Area South-Central New Hampshire, 1987, and as delineated on the map, "Stratified Drift Aquifers, Town of Hollis, NRPC, 1991."
- 2. FLOOD PLAIN OVERLAY ZONE (FPO):** To include land within the 100 year flood boundary as shown on the Flood Insurance Rate Map for the Town of Hollis, NH, published by U.S. Department of Housing and Urban Development, Federal Insurance Administration, effective 16 April 1979. Community Panel Numbers 330091 0005 B and 0330091 0010 B.
- 3. WETLAND CONSERVATION OVERLAY ZONE (WCO):** To include wetlands, surface waters, hydric soils, and a buffer zone of one hundred (100) feet around these wetlands, hydric soils and surface waters. All measurements for determining the buffer zone, which are under the jurisdiction of the Town of Hollis, shall be taken from the mean high water mark of a surface water, the delineated edge of a wetland, or the limits of hydric soils (whichever is most restrictive).

C. COPIES OF ZONING MAP

Regardless of the existence of other printed copies of the zoning map, which from time to time may be made or published, the official zoning map shall be located in the Office of the Planning Board and shall be signed by the Chairman of the Planning Board. Where there is conflict between the official zoning map and the text of this ordinance, the text of this ordinance shall control and shall be the final authority as to current zoning status of the land and water areas, buildings, and other structures in the Town.

D. BOUNDARIES

- 1. LOCATION OF BOUNDARIES:** Boundaries shown within the lines of roads, streams, and transportation rights-of-way shall be deemed to follow the center lines. The abandonment and non-use of roads shall not affect the location of such boundaries. When the Building Inspector cannot definitely determine the location of a boundary by such center lines, by the scale or dimensions stated on the zoning map, or by the fact that it clearly coincides with the property line, s/he shall refuse action, and the Board of Adjustment, upon appeal, shall interpret the location of the boundary with reference to the scale of the zoning map and the purposes set forth in all relevant provisions of this ordinance.
- 2. LOTS DIVIDED BY A ZONING DISTRICT BOUNDARY**
 - a. The Zoning Board of Adjustment may grant by Special Exception a reasonable extension of the regulations of either District over a lot divided by a district boundary line, when all parts of such lots are held under the same ownership at the time of the passage of this paragraph of this Ordinance. This shall not, however, allow for the extension of other district regulations into either the Recreational or Water Supply Conservation Districts, and it shall not relieve an owner of meeting the standards of any overlay zone.
 - b. The standards of an overlay zone shall only apply to that portion of a lot where the overlay zone appears.

SECTION VIII: DEFINITIONS

For the purpose of this ordinance, certain terms or words used herein are defined as follows:

1. **ACCEPTABLE LAND:** Acceptable land is land which consists of the following soil drainage classes: excessively drained, well drained and/or moderately well drained. These soil drainage classes are considered acceptable because they indicate soils that have slight to moderate limitations for building site and leach field development. The remaining soil drainage classes and delineated wetlands indicate soils that have severe limitations for building site and leach field development because they have a high water table or are otherwise unsuitable for development because of wetland and hydric conditions. Soil information shall be determined, at the Planning Board's discretion, by a certified soil scientist in accordance with Site Specific Soil Mapping Standards for New Hampshire and Vermont, Society of Soil Scientists of Northern New England Publication No.3, 1997. Please see the buildable lot definition for the amount of acceptable land required in each type of residential lot found in Hollis.
2. **ACCESSORY BUILDING OR USE, CUSTOMARY:**
 - a. A customary accessory building or use is one which:
 - (i) is secondary to and serves the principal building or principal use;
 - (ii) is secondary in area, extent, or purpose to the principal building or principal use served;
 - (iii) contributes to the comfort, convenience, or necessity of occupants of the principal building or principal use served;
 - (iv) is located on the same lot as the principal building or principal use served; and
 - (v) contributes activity to the principal use;
 - b. Attached garages, porches and other appenditures, and other attached structures are considered a part of the principal building and are not considered an accessory building or use;
 - c. All accessory structures greater than 250 square feet building footprint or greater than 12 feet in height must comply with the setback requirements for principal buildings.
3. **APPLICABLE ACRES:** Applicable acres refers only to undeveloped land. Land within the minimum lot area of a residence on a developed lot, areas within required buffers, required recreation lands or open space, lands within road ways or public rights-of-way, and sand and gravel excavations shall be considered to be developed land for the purposes of this ordinance. Conservation lands or agricultural lands shall not be considered developed land for the purposes of this ordinance.
4. **BACKLAND LOTS:** Lots which have a reduced minimum frontage requirement, but which have a greater minimum lot size requirement and which can be serviced by a private driveway leading to a public road.
5. **BUILDABLE LOT:** A lot will be deemed buildable for residential purposes when it contains a minimum of one and one-half (1 1/2) contiguous acres of acceptable land which is not divided by utility easements, rights-of-way or waterways. HOSPD lots are required to contain a minimum of one contiguous acre of acceptable land. For all lots, the contiguous area of acceptable land must be able to contain a Building Area. The Planning Board reserves the right to require that a Site Specific Soil Map be performed for any lot, or portion of a lot, in a subdivision for which Planning Board approval is sought.
6. **BUILDING AREA:** An area on a buildable lot that is capable of accommodating a house site (or commercial structure if so planned) and all required utilities such as water supply and wastewater disposal. The Building Area shall be made up of Acceptable Land and may be either a rectangle measuring one hundred (100) feet by two hundred (200) feet or a circle with a diameter of one hundred sixty (160) feet. No portion of the Building Area may be located within a building setback or wetland buffer or on altered/unaltered slopes greater than 25%. The home or building is not required to be placed within the building area. Rather, the building area is intended to insure that the lot is capable of meeting all Town of Hollis zoning requirements.
7. **BUILDING RIGHT:** A certificate issued by the Planning Board or its designee which entitles the bearer to obtain a building permit for the construction of a new dwelling unit. The certificate is not transferrable, except under the terms of this ordinance.

8. **BUILDING YEAR:** April 1 through March 31.
9. **CLUSTER HOUSING:** Cluster housing is an attached unit housing style where common, soundproof and fireproof walls vertically join the separate units, which are side by side. No separate dwelling units may be placed one above the other.
10. **CONGREGATE CARE FACILITY:** An elderly housing development with communal dining facilities and services, such as housekeeping, organized social and recreational activities, transportation services, and other support services appropriate for the residents.
11. **DENSITY:** The quantity of dwelling units per acre.
12. **DWELLING UNIT:** A dwelling unit is a single residential unit of living space, with its own living area, sleeping area, bathroom, and facilities for cooking, approved for occupancy by the Town of Hollis. Dwelling units may be attached, as in accessory dwelling units, apartments, or multifamily configurations, or detached single family structures
13. **DWELLING, ATTACHED:** A dwelling unit which is attached to one or more dwelling units, each of which has independent access to the outside of the building to ground level and which has no less than 2 exterior walls fully exposed and not in common with the exterior walls of any other unit.
14. **DWELLING, SINGLE FAMILY:** A dwelling unit which is unattached to any other dwelling unit.
15. **DWELLING, TWO FAMILY:** Two dwelling units attached, designed, arranged, or used exclusively for 2 families living independently of each other. This definition does not include accessory apartments.
16. **EARNED RIGHT:** Building Rights earned by a record holder based on the ownership of land within Hollis during the building year.
17. **ESSENTIAL SERVICES:** The erection, construction, alteration, or maintenance by public utilities, municipal or other governmental agencies of underground or overhead gas, electrical, steam or water transmission or distribution systems, collection, communication, supply or disposal systems; including poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, traffic signals, hydrants, and other similar equipment and accessories reasonably necessary for furnishing adequate service or for the public health, safety, or general welfare.
18. **EXTERIOR STORAGE:** The outdoor storing of equipment or materials on a permanent or long-term basis without permanent protection from the elements, such that these materials or equipment are in plain view from surrounding properties. This does not include registered personal vehicles or one registered business vehicle per residence.
19. **FAMILY:** One or more persons occupying the premises and living as a single housekeeping unit.
20. **FLEA MARKET:** An informal market place for sellers of used and new goods. Usually a seasonal operation, with open air tables and stands.
21. **FLOATING ZONE:** A floating zone refers to flexible regulations which may be overlaid on any residential zone. The regulations of a floating zone (i.e., HOSPD) may vary the normal requirements of the zone overlaid.
22. **FLOOD: 100-Year Frequency:** The highest level of flooding that, on the average, is likely to occur once every 100 years, according to studies performed for the National Flood Insurance Program and adopted by the Town.
23. **FLOOD PLAIN OR FLOOD PRONE AREA:** Any normally dry land area that is susceptible to being inundated by water from any source, as defined under the Flood insurance rate maps.
24. **FRONTAGE:** That continuous portion of a lot line bordering on a highway, street or right-of-way of class V or better, capable of providing the principal route of access to the lot in a manner that meets all Town of Hollis land-use ordinances and regulations without requiring any waivers therefrom.
25. **FRONT YARD:** An open unoccupied space extending for the full width of a lot between the extreme front line of the building thereon and the nearest existing edge of the public road.
26. **HOME OCCUPATION:** Professional occupations or those occupations traditionally carried on in the home.
27. **HOSPD:** A Hollis Open Space Planned Development (HOSPD) is a floating zone development standard for

land subdivision where the density of dwelling units is no greater than that which would be permitted in the district in which the HOSPD is located, but where the lot size and other dimensional standards may be reduced in exchange for the preservation of permanently-protected open space, recreational land, forests, and/or farmland.

28. **HOUSING FOR OLDER PERSONS:** The occupancy of units within a development specifically designed for older persons and their families. The age of the occupants of the project will be regulated by private covenants in a manner that will insure that it complies with the federal and state laws relating to Housing for Older Persons as that term is defined in RSA 354-A:15 as well as any federal counterpart of that statute as they may be amended.
29. **IMPROVED LAND:** Land that is occupied by a principal or accessory structure, utilities, roads or driveways suitable for automobiles, or other manmade improvements, including impervious surfaces, related to occupation of the land for habitation or commercial uses.
30. **JUNK:** Any old metal, bottles, paper, plastic, or rubber products, cotton or woolen wastes, two or more unregistered motor vehicles which are unfit for use on the highways, used parts and materials of motor vehicles, the accumulation of which is detrimental or injurious to the neighborhood.
31. **LEASABLE AREA, GROSS:** The total floor area designed for tenant occupancy and exclusive use, measured from the exterior walls and including all tenant-related interior space, but not to include common areas accessible to more than one tenant and which are not directly related to the tenants' business.
32. **LOT:** A parcel of land or any combination of several contiguous lots of record, occupied or intended to be occupied by a principal building or a building group, as permitted herein, together with their accessory buildings or uses and such access, yards, and open space required under this ordinance.
33. **LOT OF RECORD:** A parcel of land described according to a specific plat, survey or deed which has been officially accepted under the terms of this ordinance and any other applicable ordinances and regulations of the Town and statutes and regulations of the State, and recorded in the Hillsborough County Registry of Deeds.
34. **LOW-INCOME HOUSING:** Housing developed to remain affordable for a period of not less than twenty (20) years to households with gross annual incomes at or below 80% of the median household income for the Nashua PMSA.
35. **MOBILE HOME:** Any mobile structure which is intended, designed, and used for the permanent or temporary residence of a person, family, or a household, mounted upon wheels or supports, or supported and/or capable of being moved or transported by another vehicle. For the purpose of this ordinance, the removal of wheels and/or the attachment of a foundation to said mobile structure shall not change its classification. Double width mobile structures, which are fabricated on individual chassis with wheels and are designed to be joined shall be considered a mobile home for purposes of this ordinance.
36. **MODERATE-INCOME HOUSING:** Housing developed to remain affordable for a period of not less than twenty (20) years to households with gross annual incomes at or below 100% of the median household income for the Nashua PMSA.
37. **NET TRACT AREA:** The net tract area of the parcel is determined by subtracting the total area calculated for wetlands, surface waters, hydric soils, flood plain, road rights-of-way, and altered/unaltered slopes greater than 25% from the total (gross) tract area.
38. **MULTI-FAMILY DWELLINGS:** Three (3) or more dwelling units attached, designed, or arranged as separate housekeeping units.
39. **NONCONFORMING LOT:** A lot which was lawfully created but which does not conform to the current minimum dimensional requirements specified for the zone in which it is located.
40. **NONCONFORMING USE OR STRUCTURE:** An activity or a building, sign, fence, structure, or a portion thereof, which lawfully existed before the adoption or amendment of this ordinance, but which does not conform to all of the current terms and standards contained in this ordinance.
41. **OPEN SPACE:** Any area of essentially unimproved land designated on a plan as reserved for public or private use.

42. **PUBLIC ROAD:** A road or highway approved or maintained by the Town or State of New Hampshire including any federal Highway.
43. **RECORD HOLDER:** A legal owner of record with clear title to any land in the Town of Hollis, NH.
44. **RESTAURANT, GENERAL:** An establishment in which food is prepared and served and customers' orders are taken and served at dining tables or a dining counter; a single inside takeout station, serviced by one cash register, shall be allowed. This definition excludes those uses defined by "Fast-Food Restaurant."
45. **RESTAURANT, FAST FOOD:** An establishment for the sale of food or drink prepared on or off premises and served in disposable containers or wrappers for immediate consumption on or off premises unless such sales are wholly incidental to a General Restaurant or other permitted use. Orders are taken and served at a service counter, and table service is not regularly provided. This definition shall include any establishment utilizing either 'drive-in' or 'drive-through' service.
46. **RETIREMENT COMMUNITY:** A large-scale elderly housing development that includes recreational facilities specifically designed for the residents of the development, and that may also include the following: congregate care facilities, medical facilities for the care of the residents of the development; commercial establishments intended to serve the needs of the residents of the development. Retirement communities shall accommodate the needs of an older population seeking living arrangements capable of providing a continuum of care in a campus setting
47. **SIGN:** Any fabricated sign or outdoor display structure, including its structure, consisting of any letter, figure, character, mark, point, plane, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminating device, which is constructed, attached, erected, fastened or manufactured in any manner so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, and displayed in any manner out of doors, or indoors as a window sign, for recognized advertising purposes. See sign ordinance for other definitions.
48. **SITE SPECIFIC SOIL MAP:** A map developed from information prepared in accordance with Site Specific Soil Mapping Standards for New Hampshire and Vermont, Society of Soil Scientists of Northern New England Publication No. 3, 1997, as amended.
49. **STRUCTURE AND/OR BUILDING:** That which is erected or assembled using a combination of materials for occupancy or use, whether portable or affixed to the ground. This includes structures of permanent or temporary construction, plastic, fabric, and/or canvas covered frame structures, structures for agricultural uses, structures installed on skids, blocks or permanent foundations and all sheds and storage facilities. All structures will require a building permit.
50. **SUBDIVISION:** The division of a lot, tract, or parcel of land into two or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, transfer, condominium conveyance, or building development. It includes a resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided. The division of a parcel of land held in common and subsequently divided into parts among the several owners shall be deemed a subdivision.
51. **TEMPORARY STRUCTURE:** A structure, which is designed, built, created or occupied for short and/or intermittent periods of time. This shall include, but is not limited to, plastic, fabric, and/or canvas covered frame structures. All temporary structures will require a building permit. Temporary structures shall comply with all applicable setback and/or height requirements for accessory or principal structures, as outlined in Section X. Zoning Districts. Structures which are in use for a period of less than 7 days are exempt from the permit requirement. Temporary structures located within the Historic District shall be appropriately screened from public view and must obtain prior approval from the Historic District Commission.
52. **TRAILER PARKS:** An area set aside for occupancy and use by house trailers or mobile homes.
53. **TRANSFERRED RIGHTS:** Building Rights earned by a record holder and transferred to a new record holder as the result of a bona fide sale, mortgage foreclosure, tax sale, insolvency, bankruptcy, or probate proceedings.
54. **TOWN RIGHTS:** The rights to residential building permits earned by the Town of Hollis based on the total applicable acreage under Town ownership.
55. **UNALTERED SLOPES:** Slopes that are unaltered by human activity since December 1, 1999, except for

legally permitted uses such as gravel pits.

- 56. UNIMPROVED LAND:** Land that has not been developed with a principal building or other structures, utilities, roads or driveways suitable for automobiles, or other manmade improvements, including impervious surfaces, related to occupation of the land for habitation or commercial uses.
- 57. USE, PERMITTED:** A use, which may be lawfully established in a particular zone provided it conforms with all requirements of such zone.
- 58. WETLAND:** A wetland is an area that is inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal conditions, does support a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include, but are not limited to, swamps, marshes, bogs, and similar areas. For the purpose of determining buffer zones for site plan and subdivision review, wetland boundaries shall be delineated by either a certified soil scientist or a professional wetland scientist according to the Corps of Engineers Wetlands Delineation Manual, 1987, and the Regional Field Indicators for Identifying Hydric Soils in New England, 1998.

SECTION IX: GENERAL PROVISIONS

A. EXCAVATION OR MOVEMENT OF EARTH MATERIALS:

A copy of the REGULATIONS GOVERNING THE EXCAVATION, REMOVAL OR MOVEMENT OF EARTH IN THE TOWN OF HOLLIS, NH (Excavation Regulations) may be obtained at the Planning Board Office in the Town Hall.

1. **PURPOSE AND AUTHORITY:** Pursuant to NH RSA 674:16 (Grant of Power) and 674:17 (Purposes of Zoning Ordinances), the Town of Hollis hereby establishes the locations and zoning districts in which the excavation or movement of earth materials shall be a permitted use. The intent of this Ordinance is to establish the locations in which excavations may be permitted, while also protecting sensitive natural resources, cultural and historic areas, and existing residences from the adverse impacts of excavations.

2. **EXCAVATIONS:** Districts where permitted, prohibited and allowed by special exception:

a. Excavation or movement of earth materials shall be permitted or prohibited within certain zoning districts as follows:

(i) Permitted: Within the boundaries of the Industrial Zone-(I);

(ii) Prohibited: Within the boundaries of each of the following zones:

NAME	ABBREVIATION
Town Center	TC
Agriculture and Business	A&B
Commercial	C
Recreation	R
Mobile Home-1	MH-1
Mobile Home-2	MH-2
Water Supply Conservation	WSC
Wetland Conservation Overlay	WCO

(iii) Within all other zones (Rural Lands (RL), Residential and Agricultural (R&A), Flood Plain Overlay (FPO), and Aquifer Protection Overlay (APO)), excavations of less than 5,000 cubic yards/year may be permitted by the Regulator in accordance with the Town's Excavation Regulations (promulgated 11/28/83, and as amended) provided that:

- No more than 50% of abutting property (as determined in Section IX,A.3.a, below) is used for residential purposes at the time of application;
- Traffic generated by the excavation does not increase average weekday traffic by more than 20% on any affected roadway; and
- No permit shall be granted for a duration of more than one year, but may be renewable at Regulator's option if conditions existing at issuance of permit have not materially changed.

(iv) Within all other districts (Rural Lands (RL), Residential & Agricultural (R&A), Flood Plain Overlay (FPO), and Aquifer Protection Overlay (APO)), excavation of more than 5,000 cubic yards/year shall be permitted only by special exception granted by the Hollis Zoning Board of Adjustment, pursuant to paragraphs 3-6 of this sub-section.

(v) Any excavation or movement of earth materials, whether permitted by right or by special exception granted by the Zoning Board of Adjustment, shall also be required to obtain a permit from the Regulator in accordance with all regulations governing such activity as have been adopted or amended or shall be adopted or amended.

3. **SPECIAL EXCEPTIONS:** The Hollis Zoning Board of Adjustment, in acting on requests for special exceptions under this Ordinance, shall be guided in its deliberations by the following considerations:
- a. **THE PROXIMITY OF EXISTING RESIDENCES** to the site of the proposed excavation, such that no excavation shall be permitted which cannot maintain the required 75-foot buffer from all property lines. Generally, excavations shall not be permitted where 50% or more of abutting property is used for residential purposes at the time of application. This standard shall be interpreted to mean:
 - (i) an abutting property shall be deemed used for residential purposes where a residential structure is located within 200' of the excavation site property line; and
 - (ii) the percentage of residentially-used abutting property is determined by measuring the length of shared property boundary between such abutting property and the excavation site, relative to the total external dimensions of the excavation site property.
 - b. **TRAFFIC AND TRANSPORTATION** impacts such that: To the extent feasible all excavations shall take direct access from a "collector" class street or better. Additionally, all proposed excavations shall submit to the Zoning Board of Adjustment a proposed truck-routing plan and traffic impact study which estimates annual, weekly, and daily truck trips to and from the site, as well as actual traffic counts for all roads to be affected by the excavation. Any excavation proposal which will have the effect of increasing average hourly volume during weekday periods of operation by 20% or more on any affected road shall be prohibited. Excavations shall only take access from or to a designated scenic road where the Zoning Board of Adjustment determines that use will not adversely affect the roadway's physical capacity or quality of its scenic character.
 - c. **WATER RESOURCE PROTECTION:** Such that any excavation proposed to occur in the Aquifer Protection Overlay Zone (APO) shall not be permitted to be excavated to a depth of less than 8 feet above the seasonal high water mark, unless development rights are deeded to the Town of Hollis for such areas, in which case excavation shall not be permitted within 2 feet of the seasonal high water mark. Acceptance of such development rights shall be at the discretion of the Regulator.
 - d. **DIMINUTION OF VALUE** of surrounding or abutting property shall be considered. Any excavation which will have the effect of permanently and unavoidably diminishing the value of abutting properties shall not be permitted. Temporary (up to 3 years) impacts on property values shall not be the sole basis of denial of a special exception for excavations.
 - e. **PROJECT SCALE, INTENSITY, AND DURATION:** Reasonable limitations on the amount of material to be excavated, the traffic generated, and the duration of the proposed excavation may be established by the Zoning Board of Adjustment in approving special exceptions.
 - f. **OTHER PROHIBITED PROJECTS** as described in NH RSA 155-E:4, shall not be permitted by special exception. Any excavation proposed to occur below road level within 100' of any public right of way, unless such excavation is for the purpose of such right of way, shall be prohibited.
4. **NOTHING IN THIS ORDINANCE** shall limit or abridge the jurisdiction of the Hollis Planning Board to act as "Regulator" of excavation or removal of earth materials pursuant to RSA Chapter 155-E and regulations lawfully promulgated pursuant thereto.
5. **THIS ORDINANCE SHALL NOT** apply to such excavation or removal of earth materials as is excepted from the effect of RSA 155-E by the provisions of RSA 155-E:2, provided, however, that excavation excepted under RSA 155-E:2 shall continue to be subject to this Ordinance.
6. **APPEALS:** Decisions of the Zoning Board of Adjustment regarding excavations may be reheard by the Zoning Board of Adjustment pursuant to RSA 676:5-7. Decisions of the Planning Board, acting as Regulator, may be reheard by the Planning Board, pursuant to RSA 155-E:9.
7. **EARTH** or **EARTH MATERIALS** shall mean sand, gravel, rock, soil, or construction aggregate.
8. **REGULATOR** shall mean the Hollis Planning Board acting in its capacity and powers under RSA Chapter 155-E.

B. DAMAGED STRUCTURES

No owner of land in any district shall permit fire or other ruins to be left, but shall remove the same to ground level, or repair or rebuild the structure within one year from written notice from the Board of Selectmen.

C. JUNK STORAGE

No place for the storage of junk shall be maintained in any district. See Definitions, Section VIII.

D. MOBILE HOMES

Mobile homes shall be permitted in the Mobile Home-1 (MH-1) Zone and in the Mobile Home-2 (MH-2) Zone as allowed in Section VIII or for those persons who are in the process of building a new home or rebuilding one which was destroyed by fire or other involuntary acts. Before use of a mobile home, except in the MH-1 or MH-2 Zones, a permit must be obtained from the Building Inspector for a 12 month period, with one 6 month extension allowable for demonstrated hardship only. No further extension may be granted. Upon receipt of a permit annually renewable by the Building Inspector, an unoccupied mobile home (excluding recreational vehicles) may be stored on its owner's property, but not within 25' of a public right of way or within 35' of front lot lines or within 15' of side and rear lot lines. The Building Inspector shall determine a reasonable location on the property for such storage.

E. ONSITE WASTEWATER TREATMENT

1. No cesspool, or sewage disposal leach field, including the associated limits of disturbance, shall be constructed less than one hundred (100) feet from wetlands and surface waters or from wells. Septic tanks must be at least seventy-five (75) feet from a private water supply well. No cesspool, septic tank or sewage disposal system shall be constructed within seventy-five (75) feet of drainage swales and/or stormwater detention basins.
2. No waste waters or sewage shall be permitted to run free into wetlands or surface waters or be discharged in any way that may be offensive or detrimental to the health of others. All such waste shall be conveyed away underground through use of an accepted sanitary system or in such a way that it will not be offensive or detrimental to health.
3. All sanitary systems shall be constructed and maintained in accordance with standards set and enforced by the Department of Environmental Services.
4. Where ledge and high seasonal water tables are involved, at least four (4) feet of in-place soil shall exist above ledge or any other impermeable strata and two (2) feet of in-place soil shall exist above the seasonal high water mark before fill. In the Aquifer Protection Overlay Zone, at least four (4) feet of in-place soil shall exist above the seasonal high water table before fill, and the bottom of the leaching field shall be at least six (6) feet above the seasonal high water table.
5. The Town Septic Inspector may waive the provisions of this section for the repair or replacement of pre-existing septic systems.

F. IMPERMEABLE SURFACES AND BUILDING COVERAGE

Impermeable surfaces shall include buildings, paved and unpaved vehicular access and parking areas, and any other area generally incapable of percolating water at a rate comparable to dry uncompacted ground.

1. Impermeable surfaces may cover no more than the following percentages of a lot in the indicated district:
 - a. Industrial (I) and Commercial (C): 60%
 - b. Agriculture & Business (A&B): 50%
2. Buildings may cover no more than the following percentages of a lot in the indicated district:
 - a. Industrial (I) and Commercial (C): 50%
 - b. Agriculture & Business (A&B): 35%
3. Regardless of the underlying zone, impermeable surfaces may cover no more than 15% of any lot in the Aquifer Protection Overlay Zone and the Wetland Conservation Overlay Zone.

4. In all other districts, maximum impermeable surface coverage shall be 25%.
5. Where Planning Board review is required, new development shall be permitted by the Planning Board only upon provision by the developer of mitigation measures designed to maintain stormwater runoff at the same level as before the new development. The Planning Board may, at its discretion, require greater mitigation measures. Mitigation measures shall consider both the need to control stormwater flow and the need to enhance infiltration/groundwater recharge.
6. For other standards relating to open space, see Hollis Open Space Planned Development, XI.J.

G. SWIMMING POOLS, OUTDOOR STORAGE TANKS, COMMERCIAL FISHING PONDS

Any facility for water recreation such as private swimming pools, outdoor water storage tanks, swimming clubs, and commercial fishing ponds, or any other water storage facility such as reservoirs, fish hatcheries, lobster ponds, and sewage lagoons shall comply with the following requirements:

1. The facility shall conform with the setback requirements for principal buildings.
2. Any swimming pool shall be enclosed by a fence no less than four (4) feet high with a self-closing gate to prevent uncontrolled access.
3. The facility, if operated to attract visitors, shall comply with parking requirements established under this ordinance.
4. All swimming pools require a building permit from the Hollis Building Inspector.
5. Where appropriate and necessary, in the opinion of the Building Inspector, the applicant will be required to provide a bond of a minimum of \$2,000 for an in-ground swimming pool or \$500 for an above-ground swimming pool, or other amount as set by the Building Inspector, as security for the proper construction of a fence around the area of the swimming pool as required by the Town's building code.

H. OFF STREET LOADING

1. **SPACES REQUIRED:** Every non-residential building or structure, which is used for acceptance or distribution of materials or merchandise by vehicles, and having up to 5,000 square feet of gross floor area, shall provide at least one loading and/or unloading space. One additional space shall be provided for every additional 10,000 square feet of gross floor area in the building. If it can be shown that these requirements are too restrictive for the operation in question, the Planning Board may reduce these requirements during its site plan review.
2. **SIZE OF OFF-STREET LOADING SPACE:** Each off-street loading space shall be at least 12 feet in width and at least 60 feet in length, exclusive of aisle and maneuvering spaces and shall have a vertical clearance of at least 14 feet; however, when it is demonstrated that a particular loading space will be used by shorter trucks, the minimum length may be reduced to 35 feet.
3. **LOCATION:** All required loading and/or unloading spaces shall be located on the same lot as the use served. No loading space for vehicles over 2 ton capacity shall be closer than 50 feet to any property in a residential zone unless completely enclosed by a fence, wall, or screen that will serve as an effective barrier to sound and exhaust.
4. **OFF-STREET LOADING SPACES** shall be designed and constructed so that all maneuvering for loading and/or unloading can take place entirely within the property lines of the use. Off-street loading spaces shall not hinder the free movement of pedestrians and vehicles over a sidewalk, street, road, highway, or deeded rights-of-way.
5. **ENLARGEMENT OF BUILDINGS:** The off-street loading requirements, shall apply at any time any building is enlarged or increased in capacity.
6. **SCREENING:** Parking and loading areas shall be screened from adjacent residentially-zoned properties, as required by Section IX.I.

I. SCREENING

1. Screening shall be provided for visual separation of incompatible uses as required in each zone. When screening is required it shall provide a reasonably effective year-round visual buffer by:
 - a. Use of existing vegetation and terrain where possible or,
 - b. New plantings, grade separations, fences.
2. Where screening is required, it must be approved by the Building Inspector before issuance of a certificate of occupancy. For non-residential projects, screening shall be reviewed by the Planning Board during its site plan review procedure.

J. HOLLIS OPEN SPACE PLANNED DEVELOPMENT (Adopted March 1993, Amended March 1994.)

1. **AUTHORITY:** This ordinance has been adopted by Town Meeting Vote of the Town of Hollis, New Hampshire pursuant to RSA 674:21, Innovative Land Use Controls.
2. **DEFINITION:** A Hollis Open Space Planned Development (HOSPD) is a land subdivision where the density of dwelling units is no greater than would be permitted in the district in which the HOSPD is located, but where the lot size and other dimensional standards may be reduced in exchange for the preservation of permanently protected open space, recreational land, forests, and/or farmland.
3. **PURPOSE:** The purpose of the HOSPD is to:
 - a. Promote a more efficient use of land requiring a smaller network of streets and utilities;
 - b. Promote the preservation of open space, farmland, recreation areas, green space, fields and woods, valuable wildlife habitat, and outstanding topographic, natural, and historic features;
 - c. Discourage the sprawling, land-consuming form of development usually resulting from conventional subdivision;
 - d. Promote the efficient provision of municipal services and protect existing and potential water supplies;
 - e. Maintain the rural and scenic character of the Town of Hollis;
 - f. Promote siting of buildings which is sensitive to existing natural and historic features;
 - g. Protect the value of real property; and
 - h. Provide a variety of types of living spaces and environments.

4. APPLICABILITY AND PROCEDURES IN A HOSPD

- a. **APPLICABILITY:** To facilitate achievement of the goals of the Hollis Master Plan, all major subdivisions shall be presented to the Planning Board in accordance with the Hollis Open Space Planned Development (HOSPD) standards as specified in this section and in the Land Subdivision Regulations. In all cases it shall be assumed that a HOSPD plan is necessary to meet the goals and objectives of this section and of the Master Plan, unless the contrary is demonstrated by the applicant. In cases where the Planning Board determines that a parcel is unsuited to development as a HOSPD, it may waive the requirements of this Section IX,J and permit the parcel to be developed as a conventional subdivision subject to the Point Criteria System, below.
- b. **EXEMPTIONS:** Subdivisions creating five (5) or fewer lots are exempt from this requirement, provided there is no potential for further subdivision of any of the lots therein or the parent parcel. However, an applicant, may, at his/her option, develop subdivisions of five (5) or fewer lots according to HOSPD standards. Any major subdivision not subject to HOSPD requirements shall meet the Point Criteria System.

Subdivisions solely creating lots which will not be used for building purposes shall be exempt from HOSPD requirements.

Subdivisions where each lot is at least 5 acres shall be exempt from HOSPD requirements, provided the

deed for each lot contains a restriction prohibiting the further subdivision of the lot, such deeds to be presented to the Planning Board for recording in the Hillsborough County Registry of Deeds within one month after final approval of the subdivision, and further provided that a note shall be included on the final subdivision plan containing the same restriction and specifically identifying the lots so restricted.

- c. **CONCEPTUAL LONG RANGE PLAN:** When a subdivision plan is proposed to include lots which are capable of further subdivision, or, when after subdivision a parcel(s) remains which is capable of further subdivision, the Planning Board may require that a conceptual long range plan for the entire parent parcel be presented so that the board may consider the entirety of a project and its impacts. This long range plan is non-binding, and is intended to guide the Planning Board in its assessment of the environmental, social, and economic impacts of current and possible future development. In such cases, point system review per the Land Subdivision Regulations shall be based on the long range plan.
- d. **PROCEDURES:** HOSPD plan submission, review and approval procedures shall be as described in the Hollis Land Subdivision regulations.

5. DENSITY, DIMENSIONAL, OPEN SPACE AND HEALTH REQUIREMENTS IN A HOSPD

a. **DENSITY**

- (i) The density of dwelling units in a HOSPD shall be no greater than one dwelling unit per 2 acres of Net Tract Area.
- (ii) The number of dwelling units permitted in a HOSPD shall be no greater than the number of units that would be possible if the parent parcel were wholly subdivided in a conventional manner (i.e.: without an open-space set-aside). In order to arrive at this number, the applicant may either submit a conceptual plan showing how the parcel could be subdivided in a conventional manner, or otherwise demonstrate the possible number of conventional lots in a manner acceptable to the Planning Board. The possible number of conceptual conventional lots will be determined with the use of Site Specific Soil Mapping. For purposes of determining the number of HOSPD lots, each conceptual conventional lot must meet the requirements of a buildable lot as defined in the Hollis Zoning Ordinance, and meet all other applicable requirements of the Zoning Ordinance and Land Subdivision Regulations.

b. **LOT SIZE**

- (i) While the overall density of dwelling units in a HOSPD shall be no greater than one dwelling unit per 2 acres, individual lots may be reduced to a minimum of one acre, provided that all lots have a contiguous area of at least one acre of acceptable land.
- (ii) Backland lots in a HOSPD may be reduced to a minimum of 2 acres, provided they have a minimum of 20 feet of frontage and a contiguous area of at least one and one-half (1 1/2) acres of acceptable land.
- (iii) All lots in a HOSPD need not necessarily be reduced in size or frontage as compared to lots in a conventional subdivision. The Planning Board encourages a diversity of lots sizes and styles so as to ensure that a diversity of housing types and lifestyles remains available in the Town.
- (iv) HOSPD lots developed on a preexisting road shall have a minimum size of two (2) acres.
- (v) No portion of a reduced acreage HOSPD lot (less than two acres per lot, or less than four acres per backland lot) shall be located within two hundred feet of an existing road. Reduced acreage lots shall be separated from existing roads by open space, as described in Section IX.J.5.d below. "Existing road" shall mean any public highway not developed as a part of a PUD or HOSPD.

c. **FRONTAGE**

- (i) For HOSPD lots developed along a pre-existing Town road: 200 feet minimum per lot.
- (ii) For HOSPD lots developed along a new subdivision road: 125 feet average per lot. The absolute minimum frontage for a HOSPD building lot on a new subdivision road shall be 100 feet.
- (iii) For Backland lots: 20 feet minimum per lot. Backland lot frontage shall not be included in calculating the average frontages cited in Section IX.J.5.c.(i-ii).

d. **OPEN SPACE REQUIREMENTS**

- (i) Open space, as defined in Section VIII of the Hollis Zoning Ordinance, shall have a shape, dimension, character and location suitable to assure its use for park, recreation, conservation or agricultural purposes. In determining whether the intent of this section has been satisfied, the Planning Board shall consider the extent to which land having one or more of the following characteristics is included in the proposed open space:
- Preservation of land for the town greenway system as described in the Hollis Master Plan
 - Preservation and utilization of areas designated as prime agricultural soils as mapped by the NRCS (Natural Resources Conservation Service) in their latest report.
 - Preservation and utilization of active farmland or orchards
 - Preservation of large tracts of interconnected woodlands, wetlands, or other wildlife habitat, or preservation of open lands that connect to protected land in adjacent parcel(s).
 - Provision of active and/or passive outdoor recreational areas
 - Protection of land along scenic roads and highways
 - Protection of existing trail networks on land on which new trails will be developed as part of the HOSPD for integration into an existing trail network.
- (ii) For a HOSPD with a density of 3 or more acres per one dwelling unit of the gross tract area: 40% of the tract must be set aside as permanently protected open space for recreation, conservation, or agricultural uses. No portion of the open space land may consist of wetlands, hydric soils, surface waters, flood plains, and areas with unaltered slopes greater than 25%. Roadways rights-of-way and driveways shall not be counted as open land.
- (iii) For a HOSPD with a density of less than 3 acres per one dwelling unit of the gross tract area: 50% of the tract must be set aside as permanently protected open space for recreation, conservation, or agricultural uses. No portion of the open space land may consist of wetlands, hydric soils, surface waters, flood plains, and areas with unaltered slopes greater than 25%. Roadway rights-of-way and driveways shall not be counted as open space land.
- (iv) The open or common land must be contiguous to each house lot in the HOSPD. The Planning Board may waive this requirement only when conditions of topography, wetlands, or other physical site constraints prevent such an arrangement; or when the land best suited for open land use, in the judgment of the Planning Board, is situated towards one end of the tract or contiguous to existing conservation lands. In such cases, the open land must be configured so as to achieve the conservation or recreation objectives of this section.
- (v) When, due to physical constraints such as soils, topography, wetlands or other natural features, application of the open space requirements cited in Section IX,J.5.a and Section IX,J.5.b prevents an applicant from realizing the same number of lots/units as would be possible by a conventional subdivision, the Planning Board may consider and approve a reduction of the open space requirement. Such a reduction shall nonetheless otherwise maximize open space.
- (vi) **OPEN SPACE OWNERSHIP AND MANAGEMENT** Open space shall be conveyed to a homeowner's association, whose membership includes all the owners of lots or units contained in the tract, or shall be permanently protected in other suitable ways which would ensure the continued use of the land for intended purposes and proper maintenance of the land. Conveyance of open space to the Town would be another option available to the developer with agreement from the Conservation Commission and the Board of Selectmen.

e. **BUILDING SETBACKS**

The following setbacks shall apply to all principal structures, except that no principal structure may be located within 35 feet of the perimeter boundary of a HOSPD development:

Front Yard: 50 feet
Side Yard: 17½ feet
Rear Yard: 17½ feet

K. HEIGHT REGULATIONS:

1. **MAXIMUM HEIGHT:** Structures shall not exceed 38 feet in height in any district.
2. **EXCEPTIONS:**
 - a. Non-residential farming structures.
 - b. Non-residential structures such as church spires, utility and communication towers, smoke stacks, cupolas, etc.
 - c. Commercial and industrial structures if approved by the Planning Board according to its Site Plan Review Regulations.
3. **METHOD OF MEASUREMENT:** Height shall be measured vertically from the average elevation of the finished grade within 5 feet of the structure to the highest point on the roof.

L. HOUSING FOR OLDER PERSONS

1. **PURPOSE:** The regulations in this section have been established for the purpose of encouraging the construction of housing for older persons. The intent is to provide for such housing by the provision of a waiver from the otherwise applicable density requirements while complying with all applicable state and federal laws with respect to such housing, and at the same time, ensuring compliance with local planning standards, land use policies, good building design, and the requirements for the health, safety, and general welfare of all the inhabitants of the Town.
2. **GENERAL STANDARDS:** All housing for older persons shall conform to the following standards:
 - a. Dwelling unit density shall not be greater than one (1) two-bedroom dwelling unit or two (2) one-bedroom dwelling units/net tract acre when the type of housing that is being proposed is that which complies with NH RSA 354-A:15, II Housing for Older Persons, which provides an exception to the rule against restricted housing for housing that is "... (II) Intended for , and solely occupied by, persons 62 years of age or older."
 - b. Adequate on-site space must be provided for off-street parking, water, and sewage disposal systems, regardless of maximum allowable densities. The applicant shall demonstrate that that the site can accommodate the permitted density through a Site Specific Soil Survey as part of the application for review by the Planning Board.
 - c. Building types and styles, including exterior aesthetics and unit arrangements, shall be suitable and appropriate for their intended purpose, in light of the size and scale of the project, the relevant zoning district, the prominence and the visibility of the proposed project in the community, the surrounding neighborhood, and other similar factors, in accordance with the requirements of the site plan regulations for housing for older persons.
 - d. Housing developments for older persons shall be exempted from the provision, which allows only one dwelling unit to be constructed on each lot.
 - e. The minimum lot area shall be 30 acres and the lot shall have at least 50 feet of frontage on those roadways listed in Section L.2.1.
 - f. No more than fifteen (15%) percent of the tract may be covered by impermeable surfaces.
 - g. The design and site layout of the development shall emphasize the rural character of the Town, maximize the privacy of the dwelling units, preserve the natural character of land, provide for the separation of parking and living areas, and consider such factors as orientation, energy usage, views.
 - h. The development shall be landscaped so as to enhance its compatibility with the Town with emphasis

given to the use of existing, natural features where possible.

- i. The perimeter of the development shall be treated with a landscaped buffer strip to minimize its intrusion on neighboring land uses.
 - j. The development shall provide for 40% open space, exclusive of wetlands, surface waters, hydric soils, flood plain, and unaltered steep slopes greater than 25%.
 - k. A proposed site shall have adequate soil to accommodate on-site wastewater treatment. Water supply shall be adequate for, and the water system shall be designed to provide, the maximum flow practical for fire-fighting purposes.
 - l. For reasons of public and resident safety and timely emergency response, housing for older persons developments shall only be sited where the frontage and primary access for such developments is located along the following roadways: NH Route 130, NH Route 122, NH Route 111, NH Route 111A (South Depot Road), NH Route 101A, or Depot Road.
3. **PLANNING BOARD APPROVAL:** The Planning Board shall review and approve or disapprove the location and site plans for all proposed housing for older persons. The Planning Board may impose additional conditions not inconsistent with this or other sections of the Zoning Ordinance and all state and federal applicable laws.
4. **MAXIMUM PERMITTED DWELLING UNITS:** The maximum number of housing for older persons dwelling units approved in a calendar year, when added to all previously approved units of housing for older persons, shall not exceed ten percent (10%) of the total dwelling units existing in the Town for the previous year.
5. **BUILDING PERMITS:** A single building permit shall be issued for each structure, irrespective of the number of attached dwelling units within each structure. The Planning Board shall determine whether or not the dwelling units have been attached in accordance with the requirements of the site plan regulations for housing for older persons.
6. **MINIMUM SAFETY STANDARDS**
- a. The development shall meet all applicable building codes and life safety codes that have been adopted by the Town of Hollis, as well as other State and Federal statutes and regulations.
 - b. The Planning Board and/or Building Inspector may make requirements that exceed Federal and State requirements.
7. **BUILDING RIGHTS LIMITATION:** The Planning Board, in its consideration of a proposal for housing for older persons, may determine that the proposal, when implemented, will have less impact on the availability of town services and other impacts on the community than would be the case for a conventional housing development. If such a finding is made, the Planning Board is authorized, in its judgment, to waive the application of all or part of the building rights limitation regulations (Section XIII of the Ordinance), as the same may apply to the proposal, or any previously approved proposal, thus allowing the accelerated construction of the housing units contemplated hereby.

M. HOME BASED BUSINESSES (Adopted March 2009; Previously HOME OCCUPATIONS)

Purpose: The Town of Hollis recognizes the need for some citizens to use their residence for limited business use. However, the Town believes that it is important to protect the residential character of neighborhoods. Therefore, the purpose of this section is to allow a limited business use in a residential area only to the extent that the business use does not adversely affect the appearance, character or condition of the residence or surrounding area.

1. DEFINITIONS:

- a. **HOME-BASED BUSINESS:** Any business, occupation or activity for gain, operated by the resident of the residential dwelling unit. The home-based business shall be secondary to the use of the property as a residence. If the home-based business is located within the residential unit, it shall not occupy a space greater than fifty (50) percent of the total heated floor space of the unit. If it is located in a structure other

than the principal residential structure, no specific space limitation shall apply, but the home-based business shall nonetheless remain secondary to the use of the property as a residence.

- b. **HOME OCCUPATION:** A home-based business which is conducted on the premises by the resident of the dwelling and may have customers/clients on the premises.
- c. **HOME OFFICE:** A home-based business, which is conducted on the premises by a resident of the dwelling, that has no employees other than the owner and no customers/clients on the premises.
- d. **HOME SHOP:** A home-based business, which provides sales and/or service operations off the premises and will not have customers/clients on the premises.

2. HOME OFFICES

- a. Home offices, which include intellectual products and services provided by the resident of the dwelling and conducted on the premises, shall be permitted without a special exception provided the following criteria are met; however if written approval is necessary for tax and/or insurance purposes, a Conditional Use permit may be issued by the Building Inspector:
 - (i) Home offices shall be conducted in a manner which does not impact the character of the neighborhood.
 - (ii) Home offices shall have no specialized vehicles or exterior equipment.
 - (iii) Home offices shall have no customer/client visitations and no regular deliveries.
 - (iv) Home offices shall have no merchandise, stock, commodities or parts stored or transferred on the premises.
 - (v) Home offices shall not employ any persons who are not residents of the dwelling.
 - (vi) Home offices shall not display any exterior commercial signage.

3. HOME OCCUPATIONS

- a. Home occupations shall be permitted only as a special exception upon approval of the Board of Adjustment. In granting such exceptions, the Board must find such home occupations to be in compliance with the provisions of this section as well as the general provisions of the Town Zoning Ordinance for the district in which the proposed home occupation is located.
- b. A home occupation shall meet the following criteria:
 - (i) Home occupations shall be conducted in a manner which does not affect the residential character of the neighborhood.
 - (ii) One sign announcing the home occupation is allowed, provided that it does not exceed 2 square feet of sign surface area. This sign may be attached to the principal dwelling or accessory structure housing the home occupation. Alternatively, a two-faced pole sign, ground sign, or a sign on a mailbox may be used, provided the area of the sign does not exceed 2 square feet per side. Mailboxes designed as an advertisement shall not be allowed for a home occupation. No business vehicle or equipment may be parked in such a way as to be used as advertising for the home occupation.
 - (iii) No merchandise, stock, commodities, or parts shall be offered for sale to the public on the premises.
 - (iv) No more than one non-resident of the dwelling shall work on the premises of the home occupation.
 - (v) Except as otherwise provided, the home occupation shall not create any exterior evidence of its activity (e.g. outside storage of material, specialized equipment, etc.) or create any visual variation from the residential character of the property.

- (vi) Any motor vehicle and equipment used for the commercial purposes of the home occupation shall not be visible from the public way or any surrounding properties.
 - (vii) Parking for customers/clients and non-resident employee must be provided with off-street parking. No more than three (3) parking spaces shall be provided for business use and not more than three (3) vehicles shall be parked simultaneously on the premises at any time for business purposes.
 - (viii) The home occupation may not generate more than an average of 12 vehicular trips per day on days of operation, with the exception of childcare service, which may generate a maximum of 24 vehicular trips per day. "Trip" shall be as defined in the ITE Trip Generation Manual, 5th Ed.
 - (ix) Objectionable circumstances such as noise, vibration, dust, smoke, excessive traffic, electrical disturbances, odors, heat, or glare shall not be produced.
 - (x) The home occupation may not involve any process, which results in the discharge of any hazardous material (as defined by the State of New Hampshire) into the air, ground or into any surface water bodies.
 - (xi) Any home occupation, which will involve the use, production, or storage of any hazardous material (as defined by the State of New Hampshire) shall submit a written request for review to the Hollis Fire Department, prior to submitting an application for special exception. This request shall list all such materials that may be used, produced or stored for the home occupation. The ZBA may deny or conditionally approve said application, based on the Hollis Fire Department's written recommendations, if it is determined that said operation may be a potential public hazard.
 - (xii) The existing or proposed septic systems must be certified by a licensed septic designer or engineer as adequate to handle and treat the increased waste volumes generated by the home occupation in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations. If the existing septic system is not capable of adequately handling and treating the waste of the principal dwelling unit and the home occupation in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations, a new or upgraded septic system conforming to the most recent state and local septic standards and regulations shall be required.
- c. Childcare may be permitted as a Home Occupation but shall be limited to a maximum of 6 children who are not residents of the dwelling.
 - d. The maintenance or repair of automobiles, motor vehicles or small engines shall not be permitted as a home occupation.

4. HOME SHOPS

- a. Home shops shall be permitted only as a special exception upon approval of the Board of Adjustment. In granting such exceptions, the Board must find such home shops to be in compliance with the provisions of this section as well as the general provisions of the Town Zoning Ordinance for the district in which the proposed home shop is located.
- b. A home shop shall be any business which provides sales and/or service operations off the premises and meets the following criteria:
 - (i) Home shops shall be conducted in a manner which does not affect the character of the neighborhood.
 - (ii) One sign announcing the home shop is allowed, provided that it does not exceed 2 square feet of sign surface area. This sign may be attached to the principal dwelling or accessory structure housing the home shop. Alternatively, a two-faced pole sign, ground sign, or a sign on a mailbox may be used, provided the area of the sign does not exceed 2 square feet per side. Mailboxes designed as an advertisement shall not be allowed for a home shop. No business vehicle or equipment may be parked in such a way as to be used as advertising for the home shop.
 - (iii) No merchandise, stock, commodities, or parts shall be offered for sale to the public on the premises.
 - (iv) Not more than three (3) employees are permitted on the premises at any time, including the resident employee(s). Parking for these employees must be off-street.

- (v) Except as otherwise provided, the home shop shall not create any exterior evidence of its activity (e.g. outside storage of material, specialized equipment, etc.) or create any visual variation from the residential character of the property
- (vi) Any motor vehicles and equipment used for the commercial purposes of the home shop shall not be visible from the public way or any surrounding properties.
- (vii) The home shop may not generate more than an average of 12 vehicular trips per day on days of operation. "Trip" shall be as defined in the ITE Trip Generation Manual, 5th Ed.
- (viii) Objectionable circumstances such as noise, vibration, dust, smoke, excessive traffic, electrical disturbances, odors, heat, or glare shall not be produced.
- (ix) The home shop may not involve any process which results in the discharge of any hazardous material (as defined by the State of New Hampshire) into the air, ground, or into any surface water bodies.
- (x) Any home shop, which will involve the use, production, or storage of any hazardous material (as defined by the State of New Hampshire) shall submit a written request for review to the Hollis Fire Department, prior to submitting application for special exception. This request shall list all such materials that may be used, produced or stored for the home shop. The ZBA may deny or conditionally approve said application, based on the Hollis Fire Department's written recommendations, if it is determined that said operation may be a potential public hazard.
- (xi) The existing or proposed septic systems must be certified by a licensed septic designer or engineer as adequate to handle and treat the increased waste volumes generated by the home shop in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations. If the existing septic system is not capable of adequately handling and treating the waste of the principal dwelling unit and the home shop in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations, a new or upgraded septic system conforming to the most recent state and local septic standards and regulations shall be required.

5. EXISTING NONCONFORMING USE

To be considered a nonconforming use, a home-based business must have been legally established prior to any zoning ordinance that restricts such use. Although such a home-based business may not conform to the regulations specified in this section, the following provisions shall apply:

- a. No nonconforming home-based business may be extended to occupy a greater area of land upon which the business is situated than is owned by the property owner at the time of adoption of this ordinance.
- b. If any nonconforming home based business is discontinued, substantially changed, or abandoned, any subsequent home-based business shall conform to the regulations as specified in this ordinance.
- c. If any use is wholly discontinued for any reason, except pursuant to a valid order of a court of law, for a period of one (1) year, it shall be conclusively presumed that such use has been abandoned within the meaning of this title, and all future home-based businesses shall comply with the regulations of this ordinance.

N. NUMBER OF RESIDENTIAL UNITS WHICH MAY BE CONSTRUCTED ON A LOT

One single family dwelling unit, or one 2 family dwelling unit, as the case may be, may be constructed on a single lot, except under the provisions of the accessory dwelling units and elderly/disabled housing sections of this Ordinance, where the number of dwelling units which may be permitted on a lot is determined by a Special Exception granted by the Board of Adjustment and/or approval by the Planning Board under its Site Plan Review Regulations, as required.

O. ACCESSORY DWELLING UNITS (Adopted March 1993)

- 1. **PURPOSE:** For the purpose of providing expanded housing opportunities and flexibility in household arrangements, accessory dwelling units (in-law apartments) shall be permitted by special exception granted by the Board of Adjustment in any district in conformance with these regulations.

2. **DEFINITION:** “Accessory Dwelling Unit” means a secondary dwelling unit, attached or detached and subordinate to the permitted principal dwelling unit in accordance with the provisions of this section.
3. **REQUIREMENTS/LIMITATIONS:**
 - a. Accessory dwelling units are intended to be secondary and accessory to a principal single-family dwelling unit. In granting a special exception, the Board of Adjustment must find that the secondary dwelling unit is developed in a manner which does not alter the character or appearance of the principal dwelling unit as a single-family residence. Only one accessory dwelling unit shall be allowed per principal dwelling unit and/or lot. The accessory dwelling unit shall have a separate house number from the principal dwelling.
 - b. There shall be no exterior alterations, enlargements, or extensions of the structure which alter its character or appearance as a single-family residence (or other detached accessory structure, when applicable). Any necessary additional entrances or exits shall be located to the side or rear of the building whenever possible.
 - c. An accessory dwelling unit shall not be considered to be an additional dwelling unit for the purposes of determining minimum lot size.
 - d. Detached accessory dwelling units are only allowable when located on a lot that has twice the minimum lot size required in the applicable district for that type of lot (e.g., backland lot). Detached accessory dwelling units cannot be converted to a principal dwelling unit.
 - e. An accessory dwelling unit shall have an area of no less than 300 square feet and no greater than 800 square feet. An attached accessory dwelling unit shall occupy no more than 30 % of the total heated, above grade floor area of the total dwelling unit, including the accessory dwelling unit.
 - f. Attached accessory dwelling units shall be designed to allow for re-incorporation into the principal dwelling units. Internal access to the principal dwelling unit shall be maintained or constructed. The accessory dwelling units and principal dwelling units must share internal heated living space access through a common wall.
 - g. The existing or proposed septic systems must be certified by a licensed septic designer or engineer as adequate to handle and treat the increased waste volumes generated by the accessory dwelling unit in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations. If the existing septic system is not capable of adequately handling and treating the waste of the principal dwelling unit and the accessory dwelling unit in accordance with New Hampshire RSA 485-A:38 and the Town of Hollis septic regulations, a new or upgraded septic system conforming to the most recent state and local septic standards and regulations shall be required.
 - h. Adequate off-street parking shall be provided.
 - i. Adequate provisions must exist or be made for ingress, egress and turning of vehicles within the site.
4. **EXISTING NONCONFORMING ACCESSORY DWELLING UNITS:** To be considered a nonconforming use, an accessory dwelling unit must have either:
 - a. Been constructed or installed prior to January 21, 1952, or
 - b. Have otherwise been legally granted a building permit or certificate of occupancy between the year 1952 and the date of passage of the occupancy dwelling unit amendment.
5. **EXISTING ILLEGAL ACCESSORY DWELLING UNITS:** Accessory dwelling units constructed after January 21, 1952 and before March 1992, which do not have either a building permit or certificate of occupancy, shall apply to the Building Inspector for a determination of compliance with Section IX.O.3. Applications shall be accompanied by the filing fee, plans and other documentation requested by the Building Inspector to enable him/her to evaluate compliance with Section IX.O.3. The Building Inspector shall issue one of the following:
 - a. A determination of compliance with Section IX.O.3 and a certificate of occupancy;
 - b. A conditional determination of compliance with Section IX.O.3 and a description of the corrective changes needed to bring the accessory dwelling unit into compliance. The required changes shall be completed within 90 days of the date of the determination of conditional compliance. Upon successful completion of

the required changes, the Building Inspector shall issue a certificate of occupancy; or

- c. A determination of non-compliance with one or more of the requirements of Section IX.O.3, together with a listing of those requirements and conditions for which compliance cannot be achieved through corrective changes.

6. **FAILURE TO COMPLY:** If an owner fails to comply with the requirements of this section, the use of the accessory dwelling unit shall be terminated within 6 months of the date of notice from the Building Inspector. The owner shall be subject to penalty under RSA 676:17 for each day the accessory dwelling unit fails to comply with the requirements of this section after March 31, 1994.

P. **SITE PLAN REVIEW**

Pursuant to RSA 674:43, the Planning Board shall review and approve or disapprove site plans for the development or change or expansion of use of tracts for nonresidential uses or for multi-family dwelling units, which are defined as any structures containing more than two (2) dwelling units, whether or not such development includes a subdivision or resubdivision of the site. A complete site plan review may be waived by the Planning Board when a proposed new use is similar in scope to the previous one.

Q. **TELECOMMUNICATIONS**

This ordinance is adopted pursuant to RSA 674:16 and 674:21.

1. **PURPOSE AND GOALS**

In recognition of the requirements of the Federal Telecommunications Act of 1996, this ordinance is designed and intended to balance the interests of the residents of Hollis, telecommunications providers, and telecommunications customers in the siting of telecommunications facilities within the Town of Hollis so as to ensure coordinated development of communications infrastructure while preserving the health, safety and welfare of the Town and its residents. This ordinance establishes general guidelines for the siting of telecommunications towers and antennas to enhance and fulfill the following goals:

- a. Preserve the authority of Hollis to regulate and to provide for reasonable opportunity for the siting of telecommunications facilities, by enhancing the ability of providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently;
- b. Reduce adverse impact such facilities may create, including, but not limited to, impacts on aesthetics, environmentally sensitive areas, historically significant locations, flight corridors, health and safety by injurious accidents to persons and property, and prosperity through protection of property values;
- c. Provide for co-location and minimal impact siting options through assessment of technology, current location options, future available locations, innovative siting techniques, and siting possibilities beyond the political jurisdiction of the Town;
- d. Permit the construction of new towers only where all other reasonable opportunities have been exhausted, and to encourage the users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers upon the Town;
- e. Require cooperation and co-location, to the greatest extent possible, between competitors in order to reduce cumulative negative impacts upon the Town;
- f. Provide consistent maintenance and safety inspections for any and all facilities;
- g. Provide for the removal of abandoned facilities. Provide a mechanism for the Town to remove these abandoned towers to protect the citizens from imminent harm and danger; and
- h. Provide for the removal or upgrade of facilities that are technologically outdated.

2. **DEFINITIONS**

- a. **ALTERNATIVE TOWER STRUCTURE.** Innovative siting techniques such as artificial trees, clock towers, bell towers, steeples, utility poles, and similar alternative design mounting structures that camouflage or otherwise conceal the presence of antennas or towers.

- b. **ANTENNA.** Any exterior apparatus designed for telephonic, radio, television, personal communications service (PCS), pager network, or any other communications through the sending and/or receiving of electromagnetic waves of any bandwidth.
- c. **CO-LOCATION.** The use of an existing tower or an existing telecommunications facility for multiple purposes of users.
- d. **GUY WIRE.** A cable used to secure and steady a tower.
- e. **HEIGHT OF TELECOMMUNICATIONS FACILITY.** The vertical distance between the lowest point of the natural terrain 15 feet from the base of the telecommunications facility to the highest point of the telecommunications facility, including antennas and other tower components.
- f. **HEIGHT OF SURROUNDING EXISTING VEGETATION.** The average height of dominant species within 200 feet of the site as measured by or available from a Certified Land Surveyor or Professional Civil Engineer at the time the application for a telecommunications facility is submitted.
- g. **MONOPOLE.** A tower that is self-supporting with a single shaft of wood, steel, or concrete and a platform (or racks) for antennae arrayed at the top.
- h. **PREEXISTING TOWERS AND ANTENNAS.** Any tower or antenna lawfully constructed or permitted prior to the adoption of this ordinance. Also, any tower or antenna lawfully constructed in accordance with this ordinance that predates and application currently before the Town.
- i. **PRINCIPAL USE.** The primary use of land or of a building or a portion thereof.
- j. **SECONDARY USE.** A use of land or of a building or portion thereof that is unrelated to the principal use of the land or building.
- k. **TELECOMMUNICATIONS FACILITIES.** Any structure, antenna, tower, or other device that provides commercial mobile wireless services, unlicensed wireless services, cellular phone services, specialized mobile radio communications (SMR), personal communications services (PCS), common carrier wireless exchange access services, and any other personal wireless service as defined by the Telecommunications Act of 1996.
- l. **TOWER.** A structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guyed towers, or monopole towers. The term includes radio and television transmission towers, microwave towers, common carrier towers, cellular telephone towers, alternative tower structures, and the like.

3. **APPLICABILITY**

- a. **ESSENTIAL SERVICES AND PUBLIC UTILITIES:** Telecommunications facilities shall not be considered infrastructure, essential services, or public utilities, as defined or used elsewhere in the Town's ordinances and regulations. Siting for telecommunications facilities is a use of land, and is subject to the Town's zoning ordinance and all other applicable ordinances and regulations.

4. **SITING STANDARDS**

a. **GENERAL PROVISIONS**

- (i) The uses listed in this section are deemed to be permitted uses in the designated district in accordance with all other applicable ordinances and regulations of the Town including Telecommunications Site Plan Review and approval by the Hollis Planning Board.
- (ii) Antennas and towers may be considered either principal or secondary uses. A different existing use or an existing structure on the same lot shall not preclude the installation of an antenna or tower on such lot.
- (iii) For purposes of determining whether the installation of a tower or antenna complies with district development standards, the dimensions of the entire lot shall control, even though the antennas or towers may be located on leased parcels within such lots.
- (iv) Towers that are constructed, and antennas that are installed, in accordance with the provisions of this ordinance on a nonconforming lot or in conjunction with a nonconforming use, shall not be

deemed to constitute the expansion of a nonconforming use or structure.

- b. **DISTRICTS PERMITTED.** New tower construction and co-location of telecommunications facilities shall be permitted in all zoning districts, subject to a Conditional Use Permit granted by the Planning Board, but towers shall be prohibited from the Town's Historic District. All telecommunications facilities shall be subject to Telecommunications Site Plan Review by the Planning Board.
- c. **CONDITIONAL USE PERMIT.** All new telecommunications facilities and the replacement of or significant modification of telecommunications facilities built before or after the passage of this ordinance shall require a Conditional Use Permit granted by the Planning Board, pursuant to authority granted by RSA 674:21,II. While reviewing an application for a Conditional Use Permit for a telecommunications facility, the Planning Board shall determine the following:
 - (i) That the use shall not be detrimental to the character, environment, scenic value or general welfare of the Town.
 - (ii) That a good faith effort has been made by the applicant to determine that no feasible and appropriate opportunities for co-location exist.
 - (iii) That the proposed facility is necessary to meet the regional telecommunications needs of the applicant. Telecommunications facilities built on speculation shall not be permitted.

A Conditional Use Permit shall expire if substantial work is not performed within two years of approval. Conditional Use Permits shall require renewal every five (5) years, starting from the date of approval.

Telecommunications Site Plan Review shall be in addition to the Conditional Use Permit.

- d. **GENERAL DEVELOPMENT STANDARDS.** Towers and antennae shall be no higher than 10 feet above surrounding existing vegetation, unless an alternative tower structure or other camouflage device is used that effectively conceals the presence of the tower and antennae. Where existing vegetation is used as a buffer, it must effectively conceal the presence of the tower and antennae, and a conservation easement protecting that vegetation, enforceable by the Town pursuant to RSA 674:21-a, shall be recorded in the registry of deeds in form approved by the Planning Board.

5. **BONDING SECURITY AND INSURANCE**

Recognizing the extremely hazardous situation presented by abandoned and unmonitored towers, the Planning Board shall set the form and amount of security that represents the cost for removal and disposal of abandoned towers in the event that the tower is abandoned and the tower owner is incapable and/or unwilling to remove the tower in accordance with this ordinance. Bonding and surety shall be consistent with the provisions in the Subdivision Regulations. The Planning Board shall require submission of proof of adequate insurance covering accident or damage.

6. **REMOVAL OF ABANDONED ANTENNAS AND TOWERS**

Any antenna or tower that is not operated for a continuous period of twelve (12) months shall be considered abandoned and hazardous to the public health and safety, unless the owner of said tower provides proof of quarterly inspections to the satisfaction of the Building Inspector. The owner shall remove the abandoned structure within ninety (90) days of receipt of a declaration of abandonment from the Town. A declaration of abandonment shall only be issued following a public hearing, noticed in accordance with RSA 676:4. With notice to abutters and the last known owner/operator of the tower. If the abandoned tower is not removed within ninety (90) days, the Town may execute the security and have the tower removed. If there are two or more uses of a single tower, this provision shall not become effective until all uses cease.

7. **TELECOMMUNICATIONS SITE PLAN REVIEW REGULATIONS**

The Planning Board shall have the authority to adopt Telecommunications Site Plan Review Regulations to implement this ordinance, pursuant to RSA 674:43-44.

8. **SEVERABILITY**

The invalidity of any portion of this Ordinance shall not affect the validity of any other portion.

9. **EFFECTIVE DATE**

This Ordinance shall take effect March 10, 1998

R. *MAXIMUM DRIVEWAY SLOPE*

All new driveways established to serve structures intended for human occupancy shall have a maximum grade of 8%. The purpose of the maximum grade requirement is to ensure public safety and accessibility for emergency vehicles. This standard shall not apply to driveways intended to serve non-occupancy structures, such as utility service buildings, and other private ways intended for purposes such as logging, silviculture, agriculture, and recreational access.

S. *UNREGISTERED VEHICLES*

No more than one disabled or unregistered motor vehicle shall be visible from public view on any property, other than a permitted business in that zone. Registered vehicles shall have current inspections.

T. *CUL-DE-SAC LENGTH*

The maximum length of a cul-de-sac street (dead end road) shall be no greater than fifteen hundred linear feet (1,500') as measured from the right-of-way of an adjoining through street to the top radius point of the cul-de-sac. The maximum length shall be measured along the centerline of the proposed road to the furthest point on the street(s), including cascading cul-de-sacs. Cul-de-sacs shall only be extended if the street connects with a planned or existing through street.

SECTION X: ZONING DISTRICTS

A. AGRICULTURAL AND BUSINESS ZONE (A&B)

INTENT: The Agricultural and Business Zone is intended to provide for an accessible, well planned area for local community shopping functions. Clusters of shops or small scale shopping centers as well as individual shops are encouraged for this zone. Large regional shopping type uses, such as department stores, are not permitted.

1. PERMITTED USES IN THE AGRICULTURAL AND BUSINESS ZONE:

- a. Agricultural uses

Also, the following retail sales or services are permitted:

- b. Antique shops
- c. Art supply and gallery sales
- d. Bakeries
- e. Banks
- f. Barber shops
- g. Beauty shops
- h. Book or stationary stores
- i. Camera and photo supplies
- j. Candy, soda fountain, or ice cream stores
- k. Clothing stores
- l. Craft or hobby shops
- m. Delicatessens
- n. Drug stores
- o. Dry cleaners
- p. Florist shops
- q. Furniture stores
- r. Food store/local supermarket
- s. Funeral Home
- t. Gift or notion shop
- u. Glass, china, jewelry stores
- v. Garden shops
- w. Home produce - may be bought, sold, and exposed for sale
- x. Hardware stores
- y. Laundromat
- z. Music stores
- aa. Offices (professional, medical, business)
- bb. Paint and wallpaper stores
- cc. Personal and professional service operations
- dd. Police and fire stations
- ee. Post Office

- ff. Recreational equipment
 - gg. Repair shops
 - hh. Restaurants, General
 - ii. Sale of motor vehicles
 - jj. Service stations
 - kk. Shoe stores
 - ll. Single family residences
 - mm. Small appliance stores
 - nn. Studios for professional work (art, dance, photography)
 - oo. Tailor shops
 - pp. Utilities: essential services
 - qq. Mixed-Use Occupancy - a permitted business or commercial use along with a dwelling unit(s) that occupies up to 50% of the total heated above-grade floor area of the building, provided all other ordinance and regulation requirements are met.
 - rr. Temporary structures
- 2. OTHER RELATED PERMITTED USES IN THE AGRICULTURAL AND BUSINESS ZONE:**
- a. Housing for older persons, subject to the procedures in Section IX.L.
- 3. SPECIAL EXCEPTIONS IN THE AGRICULTURAL AND BUSINESS ZONE**
- a. Home based businesses as defined and described in Section IX.M.
 - b. Accessory dwelling units according to Section IX.O.
- 4. ACCESSORY USES PERMITTED IN THE AGRICULTURAL AND BUSINESS ZONE:**
- a. Uses, which are customary accessory uses to a legal conforming use in this zone, providing site plan approval is given by the Planning Board.
 - b. Signs as regulated in Section XIV.
- 5. AREA AND HEIGHT REQUIREMENTS IN THE AGRICULTURAL AND BUSINESS ZONE (Amended 1994):**
- a. **MINIMUM LOT SIZE:** 3/4 acre for individual businesses. Clusters of shops require three-quarter 3/4 acre minimum plus adequate space to meet all parking, loading, setback and open space requirements of this ordinance; for residences the minimum lot size shall be 2 acres per dwelling unit, except as provided in section X.A.1.qq above.
 - b. **MINIMUM FRONT YARD SETBACK:** 50 feet from public roads, 25 feet from internal roads.
 - c. **MINIMUM SIDE YARD:** 15 feet; 35 feet when abutting a residential zone.
 - d. **MINIMUM REAR YARD:** 15 feet; 35 feet when abutting a residential zone.
 - e. **MINIMUM SEPARATION BETWEEN COMMERCIAL BUILDINGS:** 30 feet.
 - f. **MAXIMUM BUILDING HEIGHT:** 38 feet.
 - g. **FRONTAGE:** 100 feet.
 - h. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
 - i. **BACKLAND LOTS:**

- (i) Backland lots for commercial uses shall be at least 1.5 acres; backland lots for residential uses shall be at least 4 acres.
 - (ii) On public roads, a minimum frontage of 20 feet must be provided for each backland lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.
- j. **MAXIMUM COMMERCIAL BUILDING SIZE:** 12,000 square feet total floor area.
6. **OTHER DEVELOPMENT REGULATIONS IN THE AGRICULTURAL AND BUSINESS ZONE:**
- a. **PARKING:**
 - (i) **Adequacy.** Adequate off-street parking facilities shall be made available for workers and the patrons of businesses with drives and roadways with clear visibility and non-hazardous access to the public road. Parking requirements and required loading and unloading areas and design standards must conform to Sections IX,H and I and Planning Board's site plan review.
 - (ii) **Location and Design.** Parking for all uses except single family residences shall be laid out in a manner that minimizes visual impact from the public way. In all cases, establishment of parking areas in the front of commercial buildings shall not be permitted, unless parking in the rear, which is preferable, or on the sides is not possible, as determined by the Planning Board. Landscaping shall be provided to minimize the impact of headlights on abutting and nearby residential properties.
 - b. **OPEN SPACE:** 20% of the total lot area must be landscaped open space. A minimum 15-foot-wide strip of landscaped open space is required between internal roads or parking areas and the adjacent public right-of-way.
 - c. **OUTDOOR STORAGE:** No outdoor storage of any material (usable or waste) shall be permitted, except within enclosed containers and/or visually screened (fences or shrubbery) areas. Customary outdoor displays of goods for sale which are in keeping with the surrounding area and are inoffensive are permitted.
 - d. **SCREENING:** Screening shall be provided according to Section IX,I of this Ordinance and according to the Town's Site Plan Review Regulations.
7. **A CERTIFICATE OF OCCUPANCY IS REQUIRED IN THE AGRICULTURAL AND BUSINESS ZONE.**
8. **HISTORIC DISTRICT ORDINANCE:** The portion of the A&B Zone that falls within the Town's Historic District also falls under the jurisdiction of the Historic District Ordinance and the Historic District Design Guidelines and Regulations.

B. COMMERCIAL ZONE (C)

INTENT: The Commercial Zone is intended to provide for the location of general retail uses.

1. PERMITTED USES IN THE COMMERCIAL ZONE:

- a. Retail and wholesale sales
- b. Business services
- c. Professional offices
- d. Banks
- e. Restaurants, general
- f. Restaurants, fast-food
- g. Funeral homes
- h. Theaters, halls, and clubs
- i. Motels and hotels
- j. Vehicular, trailer, and recreational vehicles sale and service facilities
- k. Storage facilities
- l. Essential services
- m. Hospitals, clinics, nursing homes, and rehabilitation centers
- n. Filling stations and/or service stations
- o. Veterinary hospitals
- p. Kennels, with a minimum lot size of five acres and a setback of 100 feet from all lot lines for all structures
- q. Day care centers
- r. All uses permitted in the Agriculture and Business (A&B) Zone, except single family residences.

2. AREA AND HEIGHT REQUIREMENTS IN THE COMMERCIAL ZONE

- a. **MINIMUM LOT SIZE:** One acre for individual businesses.
- b. **MINIMUM FRONT YARD SETBACK:** 50 feet from public roads, 25 feet from internal roads.
- c. **MINIMUM SIDE YARD:** 15 feet; 35 feet when abutting a residential zone.
- d. **MINIMUM REAR YARD:** 15 feet; 35 feet when abutting a residential zone.
- e. **MINIMUM SEPARATION BETWEEN COMMERCIAL BUILDINGS:** 50 feet.
- f. **MAXIMUM BUILDING HEIGHT:** 38 feet.
- g. **MAXIMUM BUILDING COVERAGE:** 50% of the lot
- h. **FRONTAGE:** 200 feet.
- i. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
- j. **BACKLAND LOTS:**
 - (i) Backland lots for commercial uses shall be at least 1.5 acres;
 - (ii) Minimum frontage: 20 feet;
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

3. OTHER DEVELOPMENT REGULATIONS IN THE COMMERCIAL ZONE:

- a. **PARKING:** Adequate off-street parking facilities shall be made available for workers and the patrons of businesses with drives and roadways with clear visibility and non-hazardous access to the public road. Parking requirements and required loading and unloading areas and design standards must conform to Sections IX,H and I and Planning Board's site plan review.
- b. **OPEN SPACE:** 20% of the total lot area must be landscaped open space. A minimum 15-foot-wide strip of landscaped open space is required between internal roads or parking areas and the adjacent public right-of-way.
- c. **OUTDOOR STORAGE:** No outdoor storage of any material (usable or waste) shall be permitted, except within enclosed containers and/or visually screened (fences or shrubbery) areas. Customary outdoor displays of goods for sale which are in keeping with the surrounding area and are inoffensive are permitted.
- d. **SCREENING:** Screening shall be provided according to Section IX,I of this Ordinance and according to the provisions of the Town's Site Plan Review Regulations.

C. INDUSTRIAL ZONE (I)

1. **PERMITTED USES IN THE INDUSTRIAL ZONE:** Within this district only the following uses will be permitted subject to the following regulations:
 - a. Offices, laboratories, contractor's storage and equipment yards, machine shops, printing, publishing shops, business or industrial schools, saw mills, and wood yards.
 - b. Manufacturing - provided that smoke emitted by any stack shall not equal or exceed in density Ringelman No. 2 for periods aggregating more than 4 minutes in any half-hour period, and that all state air quality standards are met. Provided also, that noise outside of lot lines does not exceed in intensity that of average weekday traffic on the surrounding streets so as not to be objectionable due to intermittence, beat frequency, or shrillness, and no objectionable, obnoxious, or dangerous concentrations or quantities of odor, dust, fly ash, gases, or fumes are emitted and no excessive vibration is caused. The items listed under prohibited uses are intended as a guide and not a complete list. Waste water must be of equal quality to that of the proposed receiving waters.
 - c. Storage or wholesaling and warehousing in enclosed building which meets fire safety recommendations. Retail facilities permitted in conjunction with other permitted uses.
 - d. Trucking terminals.
 - e. Essential services (as defined by this ordinance).
2. **PROHIBITED USES IN THE INDUSTRIAL ZONE:** The following uses are specifically prohibited in this area:
 - a. Abattoir operations
 - b. Any use which consumes large quantities of water or which requires special waste treatment.
 - c. Cremation except cemeteries
 - d. Electro plating
 - e. Industrial fermentation
 - f. Kiln firing or drying of materials other than wood
 - g. Leather tanning or processing
 - h. Manufacture, compounding, or processing of chemicals
 - i. Manufacture of charcoal
 - j. Manufacture or compounding of solvent, water or oil based paints, varnishes or coatings.
 - k. Petroleum or tar refining or processing
 - l. "Recycling" of metals, organic or inorganic chemicals
 - m. Smelting or melting of metals and ores
 - n. Synthesis or blending of artificial or natural fertilizers
 - o. Stockyards and feed lots
3. **AREA AND LOT REQUIREMENTS IN THE INDUSTRIAL ZONE:**
 - a. **MINIMUM LOT SIZE:** One acre (providing all requirements of this ordinance can be met).
 - b. **MINIMUM FRONTAGE:** 200 feet.
 - c. **MINIMUM SETBACK FOR FRONT YARDS:** 100 feet when abutting a state highway and 50 feet on all other roads.
 - d. **MINIMUM SIDE AND REAR YARD SETBACKS:** 1 story buildings shall set back 25 feet from side and rear lot lines, with increased setback from side and rear lot lines of 25 feet for each additional floor of height.

- e. **MAXIMUM HEIGHT:** 38 feet or as approved by the Planning Board in site plan review.
- f. **MAXIMUM BUILDING AREA:** Buildings may occupy no more than 50 percent of the lot on which they are located.
- g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.

4. SPECIAL EXCEPTIONS IN THE INDUSTRIAL ZONE:

The following uses may be permitted if granted a special exception by the Board of Adjustment, if site plan approval is granted by the Planning Board and the use is in keeping with an industrial zone:

- a. Building materials sales yard.
- b. Sales and service of heavy vehicles or machinery (trucks, construction equipment, farm equipment).
- c. Sales and/or service of heavy residential, commercial, or industrial equipment, appliances, utilities and conveniences.

5. OTHER DEVELOPMENT REGULATIONS IN THE INDUSTRIAL ZONE:

- a. Parking and loading areas as required by Sections IX,H and I of this ordinance.
- b. Signs as regulated by Section XIV of this ordinance.
- c. No waste may be stored which may cause leaching of chemicals or other pollutants into the surrounding water table or surface runoff, or the emission of toxic or harmful gases. Fluid discharges from the plant must be adequately treated so as not to pollute the surrounding water table or surface runoff.
- d. Screening:
 - (i) Side and rear yards: 25 feet wide, wherever industrial uses abut residential zones or uses;
 - (ii) Front yards: 50 feet wide.

6. A CERTIFICATE OF OCCUPANCY IS REQUIRED IN THE INDUSTRIAL ZONE.

D. MOBILE HOME-1 ZONE (MH-1)

1. PERMITTED USES IN THE MOBILE HOME-1 ZONE:

- a. Mobile Homes
- b. Temporary structures

2. ACCESSORY USES IN THE MOBILE HOME-1 ZONE:

- a. Customary accessory buildings and uses.
- b. Other accessory structures needed to operate the park such as storage sheds, community centers, permanent residence of owner/operator as approved by the Planning Board under site plan review.

3. SPECIAL EXCEPTIONS IN THE MOBILE HOME-1 ZONE: As granted by the Board of Adjustment.

- a. Public and private recreational facilities which serve the park residents.
- b. Home based businesses according to Section IX.M.

4. AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE MOBILE HOME-1 ZONE:

- a. **MINIMUM LOT AREA/MOBILE HOME:** 15,000 square feet (5,000 of which must be unencumbered open space).
- b. **MINIMUM LOT WIDTH:** 100 feet at the minimum setback line.
- c. **MINIMUM SIDE YARD:** 15 feet.
- d. **MINIMUM FRONT YARD:** 25 feet.
- e. **MINIMUM WIDTH OF MOBILE HOME PARK ROAD RIGHTS-OF-WAY:** 40 feet.
- f. **MINIMUM SIZE OF MOBILE HOME PARK:** 10 acres.

5. OTHER DEVELOPMENT REGULATIONS IN THE MOBILE HOME-1 ZONE:

- a. No mobile home shall be parked closer than 15 feet square feet to the side or rear lot lines of the park.
- b. Each mobile home shall have a minimum of 150 square feet for each resident and in any event a mobile home shall have a minimum of 300 square feet of floor space.
- c. Mobile home park sanitary regulations promulgated by the State Board of Health under authority of Chapter 147, NH Revised Statutes Annotated, shall be adhered to.

E. MOBILE HOME-2 ZONE (MH-2)

INTENT: The Mobile Home-2 Zone is intended to provide an area in Town in which individual lots for mobile homes as well as residential development and agricultural purposes are allowed.

1. PERMITTED USES IN THE MOBILE HOME-2 ZONE:

- a. Mobile Homes.
- b. Farms.
- c. Sale of products that are raised, produced, and processed on the premises, provided that seasonal roadside stands must be setback at least 35 feet from the adjacent public road. Year round, permanent structures for sale of farm products must receive site plan approval from the Planning Board.
- d. Stables.
- e. Hollis Open Space Planned Development according to Section IX,J.
- f. Housing for older persons, subject to the procedures in Section IX,L..
- g. Condominiums according to the provisions of RSA 356-B.
- h. Customary accessory buildings and uses.
- i. Signs according to Section XIV.
- j. Temporary structures.

2. SPECIAL EXCEPTIONS IN THE MOBILE HOME-2 ZONE: As granted by the Board of Adjustment.

- a. Cemeteries.
- b. Churches and other buildings for the purpose of religious worship providing they are located adjacent to an arterial street.
- c. Day care for more than six (6) children.
- d. Police and fire stations provided they are located adjacent to an arterial street.
- e. Public and private schools provided they are adjacent to an arterial street.
- f. Post Offices if adjacent to an arterial street.
- g. Publicly owned and/or operated parks, playgrounds, golf courses, community recreational centers, including public swimming pools, and libraries.
- h. Recreational uses, privately owned as follows:
 - (i) Golf courses,
 - (ii) Country Clubs,
 - (iii) Semi-public swimming pools,
 - (iv) Tennis courts/clubs,
 - (v) Fishing lakes,
 - (vi) Sporting Clubs.
- i. Municipal buildings and public or private facilities for Town services provided it is located on an arterial or major collector street.
- j. Farm stands, the majority of whose produce is raised on the premises.
- k. Riding academies.
- l. Home based businesses according to Section IX.M.

3. AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE MOBILE HOME-2 ZONE:

- a. **MINIMUM LOT AREA:** Two acres/dwelling unit.
- b. **MINIMUM FRONTAGE ON A PUBLIC ROAD:** 200 feet.
- c. **MINIMUM FRONT YARD DEPTH:** 50 feet (100 feet on scenic roads).
- d. **MINIMUM SIDE YARD WIDTH:** 35 feet from house or principal structures to the property line. 15 feet from accessory structures
- e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structures, 15 feet for accessory structures or uses.
- f. **MAXIMUM HEIGHT:** 38 feet measured vertically to a point 15 feet from the base of the house.
- g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
- h. **BACKLAND LOTS:**
 - (i) Each building lot shall be at least 4 acres. Minimum lot area 4 acres per dwelling unit.
 - (ii) A minimum frontage on a public road of 20 feet for each dwelling on a back lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

F. RECREATIONAL ZONE (R)

INTENT: The recreational zone is intended to allow residential and recreational development around local bodies of water while protecting water quality and the recreational aspects of the area. Careful placement of homes and cautious septic system construction and reconstruction are imperative.

1. PERMITTED USES IN THE RECREATIONAL ZONE:

- a. Single and two family dwellings.
- b. Farm.
- c. Sale of products that are raised, produced and processed on the premises, provided that seasonal roadside stands must be set back at least 35 feet from the adjacent public road. Year round, permanent structures for sale of farm products must receive site plan approval from the Planning Board.
- d. Hollis Open Space Planned development according to Section IX,J.
- e. Condominiums according to the provisions of RSA 356-B.
- f. Customary accessory buildings and uses.
- g. Signs according to Section XIV.
- h. Temporary structures.

2. SPECIAL EXCEPTIONS IN THE RECREATIONAL ZONE: As granted by the Board of Adjustment.

- a. Publicly owned and/or operated parks, playgrounds, golf courses, community recreational centers, including public swimming pools, and libraries.
- b. Recreational uses, privately owned as follows:
 - (i) Golf courses,
 - (ii) Country Clubs,
 - (iii) Semi-public swimming pools,
 - (iv) Tennis courts/clubs,
 - (v) Fishing lakes,
 - (vi) Sporting Clubs.
- c. Home based businesses according to Section IX.M.
- d. Accessory dwelling units according to Section IX.O.

3. AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE RECREATIONAL ZONE:

- a. **MINIMUM LOT AREA:** Two acres/dwelling unit.
- b. **MINIMUM FRONTAGE:** Two hundred feet on a road and the waterfront where applicable.
- c. **MINIMUM FRONT YARD DEPTH:** Fifty feet (100 feet on scenic roads).
- d. **MINIMUM SIDE YARD DEPTH:** 35 feet from house or principal structure to the property line, 15 feet for accessory structures or 50 feet from high water line, if applicable.
- e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structures or 50 feet from the high water line, 15 feet for accessory structures.
- f. **MAXIMUM HEIGHT:** 38 feet.
- g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.

h. ***BACKLAND LOTS:***

- (i) Each building lot shall be at least 4 acres. Minimum lot area 4 acres per dwelling unit.
- (ii) A minimum frontage on a public road of 20 feet for each dwelling on a back lot.
- (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road or 50 feet from the high water line.

G. RESIDENTIAL AND AGRICULTURAL DISTRICT (R & A)

INTENT: The two-fold intent of the R & A zone is to encourage farming in Town while recognizing that growth and development will occur and should therefore be located in these areas where physical site conditions may be favorable, and critical Town services are available without costly extensions to the Town.

1. PERMITTED USES IN THE RESIDENTIAL AND AGRICULTURAL DISTRICT:

- a. Single and two family dwellings. Residential buildings existing prior to January 21, 1952 may be converted to provide for not more than 4 families provided the structure is not increased in volume and meets the Town of Hollis fire regulations.
- b. Farms
- c. Sale of products that are raised, produced, and processed on the premises, provided that seasonal roadside stands must be set back at least 35 feet from the adjacent public road. Year round, permanent structures for sale of farm products must receive site plan approval from the Planning Board.
- d. Stables.
- e. Hollis Open Space Planned Development according to Section IX,J.
- f. Housing for older persons, subject to the procedures in Section IX,L.
- g. Condominiums according to the provisions of RSA 356-B.
- h. Customary accessory buildings and uses.
- i. Signs according to Section XIV.
- j. Retirement community.
- k. Temporary structures.

2. SPECIAL EXCEPTIONS IN THE RESIDENTIAL AND AGRICULTURAL DISTRICT: As granted by the Board of Adjustment.

- a. Cemeteries.
- b. Churches and other buildings for the purpose of religious worship providing they are located adjacent to an arterial street.
- c. Day care for more than six (6) children.
- d. Police and fire stations provided they are located adjacent to an arterial street.
- e. Public and private schools provided they are located adjacent to an arterial street.
- f. Post offices if adjacent to an arterial street.
- g. Publicly owned and/or operated parks, playgrounds, golf courses, community recreational centers, including public swimming pools and libraries.
- h. Recreational uses, privately owned as follows:
 - (i) Golf courses,
 - (ii) Country Clubs,
 - (iii) Semi-public swimming pools,
 - (iv) Tennis courts/clubs,
 - (v) Fishing lakes,
 - (vi) Sporting Clubs.
- i. Municipal buildings and public or private facilities for Town services provided they are located on an arterial or major collector street

- j. Farm stands, the majority of whose produce is raised on the premises.
 - k. Riding academies.
 - l. Home based businesses according to Section IX.M.
 - m. Accessory dwelling units according to Section IX.O.
3. **AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE RESIDENTIAL AND AGRICULTURAL DISTRICT:**
- a. **MINIMUM LOT AREA:** Two acres/dwelling unit.
 - b. **MINIMUM FRONTAGE ON A PUBLIC ROAD:** 200 feet.
 - c. **MINIMUM FRONT YARD DEPTH:** 50 feet (100 feet on scenic roads).
 - d. **MINIMUM SIDE YARD WIDTH:** 35 feet from house or principal structure to the property line, 15 feet for accessory structures.
 - e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structures, 15 feet for accessory structures or uses.
 - f. **MAXIMUM HEIGHT:** Shall conform to Section IX,L.
 - g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
 - h. **BACKLAND LOTS:**
 - (i) Each building lot shall be at least 4 acres. Minimum lot area 4 acres per dwelling unit.
 - (ii) A minimum frontage on a public road of 20 feet for each dwelling on a back lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

H. RURAL LANDS ZONE (RL)

The rural zone comprises areas of Hollis which are difficult to develop because of physical on-site problems or their location away from, and poor access to, Town services.

1. PERMITTED USES IN THE RURAL LANDS ZONE:

- a. Single and two family dwellings.
- b. Farms.
- c. Sale of products that are raised, produced, and processed on the premises, provided that seasonal roadside stands must be set back at least 35 feet from the adjacent public road. Year round, permanent structures for sale of farm products must receive site plan approval from the Planning Board.
- d. Stables.
- e. Hollis Open Space Planned Development according to Section IX,J.
- f. Condominiums according to the provisions of RSA 356-B
- g. Temporary structures

2. ACCESSORY USES IN THE RURAL LANDS ZONE:

- a. Customary accessory buildings and uses.
- b. Signs, according to Section XIV.

3. SPECIAL EXCEPTIONS IN THE RURAL LANDS ZONE: As granted by the Board of Adjustment.

- a. Cemeteries.
- b. Churches and other buildings for the purpose of religious worship providing they are located adjacent to an arterial street.
- c. Day care for more than six (6) children.
- d. Police and fire stations provided they are located adjacent to an arterial street.
- e. Publicly owned and/or operated parks, playgrounds, golf courses, community recreational centers, including public swimming pools, and libraries.
- f. Recreational uses, privately owned as follows:
 - (i) Golf courses,
 - (ii) Country Clubs,
 - (iii) Semi-public swimming pools,
 - (iv) Tennis courts/clubs,
 - (v) Fishing lakes,
 - (vi) Sporting Clubs.
- g. Municipal buildings and public or private facilities for town and school services, provided the facility is located on an arterial or major collector street.
- h. Home based businesses according to Section IX.M.
- i. Accessory dwelling units according to Section IX.O.

4. AREA HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE RURAL LANDS ZONE:

- a. **MINIMUM LOT AREA:** 2 acres/dwelling unit.
- b. **MINIMUM FRONTAGE:** 200 feet.
- c. **MINIMUM FRONT YARD DEPTH:** 50 feet (100 feet on scenic roads).

- d. **MINIMUM SIDE YARD DEPTH:** 35 feet from house or principal structures to the property line. Accessory structures must be at least 15 feet from the property line.
- e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structures, 15 feet for accessory structures.
- f. **MAXIMUM HEIGHT:** 38 feet.
- g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
- h. **BACKLAND LOTS:**
 - (i) Each building lot shall be at least 4 acres. Minimum lot area 4 acres per dwelling unit.
 - (ii) A minimum frontage on a public road of 20 feet must be provided for each dwelling on a back lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

I. TOWN CENTER (TC)

INTENT: The Town Center Zone designates the non-commercial part of the Town's Historic District. All permitted uses in the Town Center zone are subject to the regulations of the Historic District Ordinance.

1. PERMITTED USES IN THE TOWN CENTER:

- a. Single and two family dwellings. Residential buildings existing prior to January 21, 1952, may be converted to provide for not more than 4 families provided the structure is not increased in volume and meets Fire Warden's approval.
- b. Farms.
- c. Sale of products that are raised, produced, and processed on the premises, provided that seasonal roadside stands must be set back at least 35' from the adjacent street. Year round, permanent structures for sale of farm products must receive site plan approval from the Planning Board.
- d. Stables.
- e. Hollis Open Space Planned Development according to Section IX,J.
- f. Housing for older persons subject to the procedures in Section IX,L.
- g. Condominiums according to the provisions of RSA 356-B.
- h. Retirement community.
- i. Temporary structures.

2. ACCESSORY USES IN THE TOWN CENTER:

- a. Customary accessory buildings and uses.
- b. Signs according to Section XIV.

3. SPECIAL EXCEPTIONS IN THE TOWN CENTER: As granted by the Board of Adjustment.

- a. Cemeteries.
- b. Churches and other buildings for the purpose of religious worship providing they are located adjacent to an arterial street.
- c. Institutions for higher education providing they are located adjacent to an arterial street.
- d. Nursery Schools.
- e. Police and fire stations provided they are located adjacent to an arterial street.
- f. Public and parochial schools provided they are located adjacent to an arterial street.
- g. Post offices if adjacent to an arterial street.
- h. Publicly owned and/or operated parks, playgrounds, golf courses, community recreational centers, including public swimming pools, libraries, and tennis courts.
- i. Recreational uses, privately owned as follows:
 - (i) Golf courses,
 - (ii) Country Clubs,
 - (iii) Semi-public swimming pools,
 - (iv) Tennis courts/clubs,
 - (v) Fishing lakes,
 - (vi) Sporting Clubs.
- j. Municipal buildings and public or private facilities for Town services.
- k. Home based businesses according to Section IX.M.

- l. Accessory dwelling units according to Section IX.O.
4. **AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE TOWN CENTER:**
 - a. **MINIMUM LOT AREA:** 2 acres/dwelling unit.
 - b. **MINIMUM FRONTAGE:** 200 feet.
 - c. **MINIMUM FRONT YARD DEPTH:** 50 feet (100 feet on scenic roads).
 - d. **MINIMUM SIDE YARD WIDTH:** 35 feet from house or principal structure to property line, 15 feet from accessory structures to property line, and one hundred 100 feet minimum between houses.
 - e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structures, 15 feet for accessory buildings.
 - f. **MAXIMUM HEIGHT:** 38 feet.
 - g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
 - h. **BACKLAND LOTS:**
 - (i) Each building lot shall be at least 4 acres per dwelling unit.
 - (ii) A minimum frontage on a public road of 20 feet for each dwelling on a back lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

J. WATER SUPPLY CONSERVATION ZONE (WSC)

INTENT: The Water Supply Conservation Zone represents an area of large, high quality underground water, which is serving the Hollis school system and some residences with water. Some nearby areas of older, small lot development may eventually experience pollution from closely placed sewage disposal systems, requiring provisions of a public water system. The large amounts of good quality water in the WSC Zone should, therefore, be protected from pollution to keep this resource as a future water supply area.

1. PERMITTED USES IN THE WATER SUPPLY CONSERVATION ZONE:

- a. Single family dwellings
- b. Forestry, tree farming
- c. Wildlife refuge
- d. Temporary structures

2. ACCESSORY USES IN THE WATER SUPPLY CONSERVATION ZONE:

- a. Customary accessory buildings and uses.
- b. Signs, according to Section XIV.

3. SPECIAL EXCEPTIONS IN THE WATER SUPPLY CONSERVATION ZONE: As granted by the Board of Adjustment.

- a. Home based businesses according to Section IX.M.
- b. Accessory dwelling units according to Section IX.O.

4. AREA AND HEIGHT REGULATIONS FOR PERMITTED USES AND SPECIAL EXCEPTIONS IN THE WATER SUPPLY CONSERVATION ZONE:

- a. **MINIMUM LOT AREA:** 2 acres/dwelling unit.
- b. **MINIMUM FRONTAGE:** 200 feet.
- c. **MINIMUM FRONT YARD DEPTH:** 50 feet (100 feet on scenic roads).
- d. **MINIMUM SIDE YARD WIDTH:** 35 feet from house of principal structure to the property line, 15 feet for accessory structures.
- e. **MINIMUM REAR YARD DEPTH:** 35 feet for principal structure, 15 feet for accessory structures.
- f. **MAXIMUM HEIGHT:** 38 feet.
- g. **BUILDING AREA:** No lot shall be subdivided unless it contains a compliant building area as described in Section VIII.6 (Definitions) of the Hollis Zoning Ordinance.
- h. **BACKLAND LOTS :** 4 acres for backland, provided that:
 - (i) Each building lot shall be at least 4 acres. Minimum lot area 4 acres per dwelling unit.
 - (ii) A minimum frontage on a public road of 20 feet for each dwelling on a 4 acre lot.
 - (iii) No building shall be erected on backland under this regulation closer than 200 feet from an existing public road.

5. OTHER DEVELOPMENT REGULATIONS IN THE WATER SUPPLY CONSERVATION ZONE:

- a. No septic tank or leach field shall be located closer than 150 feet to any wetland or standing water. All sewage disposal systems must be designed by a professional sanitary engineer.

SECTION XI: OVERLAY ZONING DISTRICTS

A. AQUIFER PROTECTION OVERLAY ZONE (APO)

INTENT: By the authority granted in New Hampshire RSA 674:16-17 and 674:20, the Aquifer Protection Overlay Zone is intended to protect, preserve and maintain existing and potential groundwater supply and groundwater recharge area of known aquifers, as delineated by the United States Geological Survey (as identified on the Hollis stratified drift aquifer map available in the Planning Department) thereby assuring the proper use of natural resources and thus protecting public health, safety and general welfare of the people in the Town of Hollis from adverse development, land uses, practices and activities which might result in their depletion or contamination. Additional purposes of the APO Zone include, but are not limited to:

- Assuring adequate private and public drinking water supply
- Assuring the hydrologic integrity of surface waters and wetlands
- Reducing the effects of non-point source pollution
- Protecting in-stream habitat for fish and wildlife
- Limiting the development of structures and land uses which contribute to the pollution of ground water by sewage and hazardous substances
- Encouraging those uses that can be safely and appropriately located in the APO Zone
- Assuring adequate water supply for domestic, agricultural, commercial and industrial uses
- Assuring adequate water supply for recreational uses

The standards used in the Aquifer Protection Overlay Zone reflect the recommendations of the Town of Hollis Master Plan, 1998, the Town of Hollis Water Resources Management Plan, 1989, and the recommendations of the Town of Hollis Conservation Commission Water Resources Subcommittee. The Aquifer Protection Overlay Zone is a zoning overlay district, which imposes additional requirements and restrictions to those of the underlying district zoning. In all cases the more restrictive requirement(s) shall apply.

1. LOCATION

The extent of the Aquifer Protection Overlay Zone shall be the outermost edge of the surficial extent of all aquifer deposits presently designated as stratified drift in the USGS study, Hydrogeology of Stratified-Drift Aquifers and Water Quality in the Nashua Regional Planning Commission Area, South-Central New Hampshire, 1987.

- a. When the actual boundary of the Aquifer Protection Overlay Zone is in dispute by any owner or abutter actually affected by said boundary, the Planning Board (or the Board of Adjustment or other Town authority, as appropriate), at the owner's or abutter's expense and request, may engage a certified soil scientist to conduct a Site Specific Soil Map of the area in dispute. Areas determined by the USGS as containing stratified drift aquifer and which also have excessively drained soils will be presumed to lie within the APO Zone.
- b. If the results of the Site Specific Soil Mapping are inconclusive or are unsatisfactory to the Planning Board, the owner, or the abutter, the Planning Board, at the owner's or abutter's expense, may engage a professional geologist or hydrologist to conduct a hydrogeological study of the area to determine more accurately the precise boundary of the APO Zone.

2. DEFINITIONS: For purposes of the Aquifer Protection Overlay Zone, the following definitions shall apply:

- a. **Groundwater:** Subsurface water that occurs beneath the water table in soils and geologic formations.
- b. **Surface Water:** Those waters, which have standing or flowing water at or on the surface of the ground. This includes but is not limited to, rivers, streams, lakes, ponds and tidal waters.
- c. **Water Related Resources:** A natural resource that is dependent on water, such as fish, amphibians and plants.
- d. **Wetland:** Areas as defined in Section VIII of the Hollis Zoning Ordinance.

3. ***DIMENSIONAL STANDARDS IN THE AQUIFER PROTECTION OVERLAY ZONE***

The standards of the underlying zone shall apply except as specified below

- a. ***IMPERMEABLE SURFACE COVERAGE:*** Regardless of the underlying zone, impermeable surfaces may cover no more than 15% of any lot in the APO Zone.
- b. ***SEWAGE DISPOSAL SYSTEMS:*** At least four (4) feet of in-place soil shall exist above the seasonal high water table before fill; the bottom of the leaching field shall be at least six (6) feet above the seasonal high water table. This subparagraph shall not apply to lots approved for subdivision by the Planning Board on or before March 11, 1997.

4. ***PERFORMANCE STANDARDS IN THE AQUIFER PROTECTION OVERLAY ZONE:***

- a. Uses shall conform to the standards and practices delineated in the following documents on file with the Planning Board, unless this Ordinance specifies more strict standards:
 - (i) Manual of Best Management Practices for Agriculture in New Hampshire, NH Dept. of Agriculture, June 1993, or as amended.
 - (ii) Pesticide Management Guidelines for Groundwater Protection, UNH Cooperative Extension, November 1992, or as amended.
 - (iii) Buffers for Wetlands and Surface Waters: A Guidebook for New Hampshire Municipalities, Audubon Society of NH, NH Office of State Planning , UNH Cooperative Extension, and NRCS, November 1995, or as amended.
 - (iv) Manual of Best Management Practices--Biosolids, UNH Cooperative Extension, 1995, or as amended.
 - (v) Best Management Practices to Control Nonpoint Source Pollution--A Guide for Citizens and Town Officials, NH DES, May 1994, or as amended.
 - (vi) Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire, NH DES, August 1992, or as amended.
 - (vii) Best Management Practices, New Hampshire Code of Administrative Rules, Env-Ws 421, or as amended.
 - (viii) State of New Hampshire Septage and Sludge Management Rules, New Hampshire Code of Administrative Rules, Env-Ws 800, or as amended.
 - (ix) Best Management Practices for Erosion Control on Timber Harvesting Operations in New Hampshire; NH DES, August 1992, or as amended.
- b. The Planning Board, while reviewing any development application (including, but not limited to subdivisions, site plans, and excavations) shall apply the following criteria when the development occurs in the APOZ:
 - (i) The proposed use will not detrimentally affect the quality of the groundwater contained in the aquifer by directly contributing to pollution or by increasing the long-term susceptibility of the aquifer to potential pollutants;
 - (ii) The proposed use will not cause a significant reduction in the long term volume of water contained in the aquifer or in the storage capacity of the aquifer;
 - (iii) The proposed use will discharge no wastewater on site other than that typically discharged by domestic wastewater disposal systems and will not involve on-site storage or disposal of toxic or hazardous wastes as defined in this ordinance;
 - (iv) The proposed use complies with all other applicable sections of this ordinance.
- c. The Planning Board may require that the applicant provide data or reports prepared by a professional engineer or qualified groundwater consultant, hydrologist, or fisheries biologist to assess any potential damage to the aquifer that may result from the proposed use. The Planning Board shall engage such professional assistance as it requires to adequately evaluate such reports and to evaluate, in general, the

proposed use in light of the above criteria. Costs for any of the above mentioned services shall be charged to the applicant. When assessing impacts, the following may be required:

- Preliminary water resource and water related resource use and inventory
- Estimation and verification of effects of the activity. Based upon the potential for impacts, monitoring shall be conducted to verify worst-case conditions (i.e. low flow summer conditions, maximum impact). Monitoring may have a range of sampling designs, including but not limited to single season evaluation or pre and post implementation evaluation.
- Final water resources and water related resources and uses inventory.
- Description of the impacts to water resources and water related resources used and inventory.

5. PERMITTED USES IN THE AQUIFER PROTECTION OVERLAY ZONE:

- a. All uses permitted, by right or by special exception, in the underlying zone shall be permitted unless said use shall be in conflict with the intent and purpose of the Aquifer Protection Overlay Zone, and/or unless the use is specifically prohibited, below. In all cases, the more restrictive requirement(s) shall apply.

6. PROHIBITED USES IN THE AQUIFER PROTECTION OVERLAY ZONE: The following uses shall not be permitted in the Aquifer Protection Overlay Zone:

- a. Disposal of solid waste other than brush or stumps.
- b. Subsurface storage of petroleum or other refined petroleum products.
- c. Disposal of liquid or leachate wastes, except from single or multi-family residential subsurface disposal systems.
- d. Outdoor unenclosed or uncovered storage of road salts.
- e. Dumping of snow brought from outside the Aquifer Protection Overlay Zone.
- f. Commercial animal feedlots.
- g. Excavation of sand or gravel except where conducted in accordance with an approved excavation or movement of earth materials permit.
- h. All on-site handling, disposal, storage, processing or recycling of hazardous or toxic materials.
- i. Automotive service and/or repair shops.
- j. Junk and salvage.
- k. Car washes.
- l. Laundromats
- m. Landfills, solid waster transfer stations and recycling facilities, incinerators, and composting facilities.

7. NONCONFORMING USES IN THE AQUIFER PROTECTION OVERLAY ZONE:

- a. Any nonconforming use may continue and may be maintained, repaired and/or replaced, and to the extent that it shall be made less nonconforming improved, unless such use is determined to be an imminent hazard to public health and safety by the Selectmen and/or Health Officer. No nonconforming use may be expanded, changed to another nonconforming use, or renewed after it has been discontinued for a period of 12 months or more.
- b. Notwithstanding subparagraph 7.a above, no underground storage tank for petroleum or other refined petroleum products may be repaired or replaced. All failed underground storage tanks must be removed according to standards established in state statutes and regulations.

B. FLOOD PLAIN OVERLAY ZONE (FPO) (Adopted March 1990, amended March 1994, 2007 & 2009)

Certain areas of the Town of Hollis, New Hampshire, are subject to periodic flooding, causing serious damages to properties within these areas. Relief is available in the form of flood insurance as authorized by the National Flood Insurance Act of 1968. Therefore, the Town of Hollis, New Hampshire, has chosen to become a participating community in the National Flood Insurance Program, and agrees to comply with the requirements of the National Flood Insurance Act of 1968 (P.I. 90-488, as amended) as detailed in this Floodplain Management Ordinance

AUTHORITY: This ordinance, adopted pursuant to the authority of RSA 674:16, shall be known as the Town of Hollis Flood Plain Development Ordinance and shall be considered part of the Zoning Ordinance for purposes of administration and appeals under state law. If any provision of this ordinance differs or appears to conflict with any provision of the Zoning Ordinance or other ordinance or regulation, the provision imposing the greater restriction or more stringent standard shall be controlling.

INTENT: All lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Hillsborough, NH" dated September 25, 2009, together with the associated Flood Insurance Rate Maps dated September 25, 2009, are declared to be part of the Hollis Flood Plain Ordinance and are hereby incorporated by reference.

1. **DEFINITIONS:** The following definitions shall apply only to this Flood Plain Development Ordinance and shall not be affected by the provisions of any other ordinance of the Town of Hollis.
 - a. **AREA OF SPECIAL FLOOD HAZARD:** is the land in the flood plain within the Town of Hollis subject to a 1 percent or greater possibility of flooding in any given year. The area is designated as zone A and AE on the Flood Insurance Rate Map.
 - b. **BASE FLOOD:** means the flood having a 1% possibility of being equaled or exceeded in any given year.
 - c. **BASEMENT:** means any area of a building having its floor subgrade on all sides.
 - d. **BUILDING:** see "structure".
 - e. **DEVELOPMENT:** means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations, or storage of equipment or materials.
 - f. **FEMA:** means the Federal emergency management agency.
 - g. **FLOOD OR FLOODING:** means a general and temporary condition of partial or complete inundation of normally dry land areas from:
 - (i) the overflow of inland or tidal waters;
 - (ii) the unusual and rapid accumulation or runoff of surface waters from any source.
 - h. **FLOOD INSURANCE RATE MAP (FIRM):** means an official map incorporated with this ordinance on which FEMA has delineated both the special flood hazard areas and the risk premium zones applicable to the Town of Hollis.
 - i. **FLOOD INSURANCE STUDY:** means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e. mudflow) and/or flood-related erosion hazards.
 - j. **FLOOD PLAIN OR FLOOD-PRONE AREA:** means any land area susceptible to being inundated by water from any source (see definition of "Flooding").
 - k. **FLOOD PROOFING:** means any combination of structural and non structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitation facilities, structures and their contents.
 - l. **FLOODWAY:** see Regulatory Floodway.
 - m. **FUNCTIONALLY DEPENDENT USE:** means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking and port facilities that are necessary for the loading/unloading of cargo or passengers, and ship building/repair facilities but does

- not include long-term storage or related manufacturing facilities.
- n. **HIGHEST ADJACENT GRADE:** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure
- o. **HISTORIC STRUCTURE:** means any structure that is:
- (i) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; or
 - (ii) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; or
 - (iii) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - (iv) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - By an approved state program as determined by the Secretary of the Interior, or
 - Directly by the Secretary of the Interior in states without approved programs.
- p. **LOWEST FLOOR:** means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.
- q. **MANUFACTURED HOME:** means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For flood plain management purposes the term "manufactured home" includes park trailers, travel trailers, and other similar vehicles placed on site for greater than 180 consecutive days. This includes manufactured homes located in a manufactured home park or subdivision.
- r. **MANUFACTURED HOME PARK OR SUBDIVISION:** means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.
- s. **MEAN SEA LEVEL:** means the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a communities Flood insurance rate map are referenced.
- t. **NEW CONSTRUCTION:** means, for the purposes of determining insurance rates, structures for which the start of construction commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, *new construction* means structures for which the *start of construction* commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.
- u. **100-YEAR FLOOD:** see base flood.
- v. **RECREATIONAL VEHICLE:** means a vehicle which is
- (i) built on a single chassis;
 - (ii) 400 square feet or less when measured at the largest horizontal projection;
 - (iii) designed to be self propelled or permanently towable by a light duty truck; and
 - (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
- w. **REGULATORY FLOODWAY:** means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without increasing the water surface elevation more than a designated height.

- x. **SPECIAL FLOOD HAZARD AREA:** see “Area of Special Flood Hazard”.
 - y. **STRUCTURE:** means for flood plain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.
 - z. **START OF CONSTRUCTION:** includes substantial improvements and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement, or other improvements was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of street and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwellings units or part of the main structure.
 - aa. **SUBSTANTIAL DAMAGE:** means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 % of the market value of the structure before the damage occurred.
 - bb. **SUBSTANTIAL IMPROVEMENT:** means any combination of repairs, reconstruction, alteration, or improvements to a structure in which the cumulative cost equals or exceeds 50 % of the market value of the structure. The market value of the structure should equal:
 - (i) the appraised value prior to the start of the initial repair or improvement, or
 - (ii) in the case of damage, the value of the structure prior to the damage occurring. For the purposes of this definition, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. This term does not, however, include any project for improvement of a structure required to comply with existing health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions or any alteration of a historic structure, provided that the alteration will not preclude the structure’s continued designation as a historic structure.
 - cc. **VIOLATION:** means the failure of a structure or other development to be fully compliant with the community’s flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in 44CFR & 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.
 - dd. **WATER SURFACE ELEVATION:** means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum where specified) of floods of various magnitudes and frequencies in the flood plains.
2. All proposed development in any special flood hazard area shall require a permit. The Building Inspector shall review all building permit applications for new construction or substantial improvements to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is located in an area of special flood hazard, all new construction or substantial improvements shall:
- a. be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, and
 - b. be constructed with materials resistant to flood damage, and
 - c. be constructed by methods and practices that minimize flood damages, and
 - d. be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment, and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
3. Where new or replacement water and sewer systems (including on-site systems) are proposed in a special flood hazard area the applicant shall provide the Building Inspector with assurance that these systems will be

designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters, and on-site waste disposal systems will be located to avoid impairment to them or contamination from them during periods of flooding.

4. For all new or substantially improved structures located in Zones A or AE, the applicant shall furnish the following information to the building inspector:
 - a. The as-built elevation (in relation to NGVD) of the lowest floor (including basement) and whether or not such structures contain a basement.
 - b. If the structure has been floodproofed, the as-built elevation (in relation to NGVD) to which the structure was floodproofed.
 - c. Any certification of floodproofing
 - d. The Building Inspector shall maintain for public inspection and shall furnish such information upon request.
5. The Building Inspector shall not grant a building permit until the applicant certifies that all necessary permits have been received from those governmental agencies from which approval is required by federal or state law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
6. In riverine situations, prior to the alteration or relocation of a watercourse, the applicant for such authorization shall notify the Wetlands Board of the New Hampshire Environmental Services Department and submit copies of such notification to the Building Inspector, in addition to the copies required by RSA 482-A:3. Further, the applicant shall be required to submit copies of said notification to those adjacent communities as determined by the Building Inspector, including notice of all scheduled hearings before the Wetlands Board.
 - a. The applicant shall submit to the Building Inspector certification, provided by a registered professional engineer, assuring that the flood carrying capacity of an altered or relocated watercourse can and will be maintained.
 - b. Along watercourses with a designated Regulatory Floodway no encroachments, including fill, new construction, substantial improvements, and other development are allowed within the floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practices that the proposed encroachment would not result in any increase in flood levels within the community during the base flood discharge.
 - c. Until a Regulatory Floodway is designated along watercourses, no new construction, substantial improvements, or other development (including fill) shall be permitted within Zone AE on the FIRM, unless it is demonstrated by the applicant that the cumulative effect of the proposed development, when combined with all existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
 - d. The Building Inspector shall obtain, review, and reasonably utilize any floodway data available from Federal, State, or other sources as criteria for requiring that all development located in Zone A meet the following floodway requirement: "No encroachments, including fill, new construction, substantial improvements, and other development are allowed within the floodway that would result in any increase in flood levels within the community during the base flood discharge".

7. BUILDING IN THE FLOOD PLAIN

- a. In special flood hazard areas the Building Inspector shall determine the 100 year flood elevation in the following order of precedence according to the data available:
 - (i) In zone AE refer to the elevation data provided in the community's Flood insurance study and accompanying FIRM.
 - (ii) In Zone A the Building Inspector shall obtain, review, and reasonably utilize any 100 year flood elevation data available from any federal, state, or other source including data submitted for development proposals submitted to the community (i.e. subdivisions, site approvals).
 - (iii) In zone AO the flood elevation is determined by adding the elevation of the highest adjacent grade to the depth number specified on the FIRM or if no depth number is specified on the FIRM at

least 2'.

- b. The Building Inspector's 100 year flood elevation determination will be used as criteria for requiring in zones A and AE that:
 - (i) All new construction or substantial improvement of residential structures have the lowest floor (including basement) elevated to or above the 100 year flood elevation;
 - (ii) That all new construction or substantial improvements of non-residential structures have the lowest floor (including basement) elevated to or above the 100 year flood level; or together with attendant utility and sanitary facilities, shall:
 - (iii) Be floodproofed so that below the 100 year flood elevation the structure is watertight with walls substantially impermeable to the passage of water;
 - (iv) Have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and
 - (v) Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section.
- c. All recreational vehicles placed on sites within Zones A and AE shall either:
 - (i) be on site for fewer than 120 consecutive days,
 - (ii) be fully licensed and ready for highway use, or
 - (iii) meet all standards of Section 60.3 (b) (1) of the National Flood Insurance Program Regulations and the elevation and anchoring requirements for Manufactured Homes in paragraph (c) (6) of Section 60.3
- d. for all new construction and substantial improvements, fully enclosed areas below the lowest floor that are subject to flooding are permitted provided they meet the following requirements:
 - (i) the enclosed area is unfinished or flood resistant, usable solely for the parking of vehicles, building access or storage;
 - (ii) the area is not a basement;
 - (iii) shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwater. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria: a minimum of 2 openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwater.
- e. All manufactured homes to be placed or substantially improved within special flood hazard areas shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the base flood level; and be securely anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors.

8. VARIANCES AND APPEALS IN THE FLOOD PLAIN:

- a. Any order, requirement, decision or determination of the Building Inspector made under this ordinance may be appealed to the Zoning Board of Adjustment as set forth in RSA 676:5.
- b. If the applicant, upon appeal, requests a variance as authorized by RSA 674:33, I (b), the applicant shall have the burden of showing in addition to the usual variance standards under state law:
 - (i) that the variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense;
 - (ii) that if the requested variance is for activity within a designated regulatory floodway, no increase

in flood levels during the base flood discharge will result;

- (iii) that the variance is necessary, considering the flood hazard, to afford relief.
- c. The Zoning Board of Adjustment shall notify the applicant in writing that: (i) the issuance of a variance to construct below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25.00 for \$100.00 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with a record of all variance action.
- d. The community shall (i) maintain a record of all variance actions, including the justification for their issuance, and (ii) report such variances issued in its annual or biennial report submitted to FEMA's Federal Insurance Administrator.

C. WETLAND CONSERVATION OVERLAY ZONE (WCO)

1. PURPOSE

By the authority granted in New Hampshire RSA 674:16-17 and 674:20-21, the purpose of the Wetland Conservation Overlay Zone is to protect the wetlands, surface waters and their buffer zones, to assure the proper use of natural resources and thereby protect the public health, safety and general welfare of the people in the Town of Hollis. Additional purposes of the WCO Zone include, but are not limited to:

- a. Protecting persons and property from flood damage by preserving the natural flood storage area;
- b. Reducing the effects of non-point pollution;
- c. Reducing sedimentation of wetlands and surface waters;
- d. Protecting surface waters, groundwater and aquifers as current or potential drinking water supply sources;
- e. Limiting the development of structures and land uses which contribute to the
- f. Pollution of surface and groundwater by sewage, hazardous substances or siltation;
- g. Protecting and promoting fish and wildlife habitat;
- h. Conserving natural beauty and open space;
- i. Encouraging those uses that can be appropriately and safely located in the WCO Zone;
- j. Preventing those uses that could harm or degrade the wetland buffer, the wetlands, or surface waters.

2. DEFINITIONS

For the purposes of the WCO Zone Ordinance, the following definitions apply:

- a. **BEST MANAGEMENT PRACTICES:** When referring to forestry, Best Management Practices are defined in a publication entitled Best Management Practices for Erosion Control on Timber Harvesting Operations in New Hampshire prepared by the New Hampshire Department of Resources and Economic Development, and Wt. 304.05 Logging Operations, NH Code of Administrative Rules, April 21, 1997, as amended. When referring to agriculture, Best Management Practices are defined in the publications entitled Manual of Best Management Practices for Agriculture in New Hampshire as prepared by the Agricultural Best Management Practices Task Force and the USDA Natural Resources Conservation Service for the New Hampshire Department of Agriculture, and Best Management Wetlands Practices For Agriculture July, 1993, as amended. Other sources of technical information and standards used for performance guidance include, Stormwater Management and Erosion and Sediment Control for Urban and Developing Areas in New Hampshire, DES, RCCD,1992, as amended; Manual of Best Management Practices to Control Nonpoint Source Pollution: A Guide for Citizens and Town Officials, DES, November,1997, as amended; BMP's: Biosolids- UNH Cooperative Extension Service, June 1995, as amended; BMP's-Env-WS 421 (hazardous materials), as amended; and BMP's for Urban Stormwater Runoff, DES, WSPCD, January 1996, as amended and BMP's for Erosion Control During Trail Maintenance and Construction, as amended.
- b. **BOG:** A wetland area distinguished by stunted evergreen trees and shrubs, peat deposits, poor drainage and/or highly acidic soil and/or water conditions, Wt.101.08, N.H. Code of Administrative Rules, April 21, 1997, as amended..
- c. **BUFFER ZONE:** An upland area adjacent to a wetland or surface water. This buffer zone, under the jurisdiction of the Town of Hollis, shall include an area of one hundred (100) feet, measured on a horizontal plane from the mean high water mark of a surface water, the delineated edge of a wetland, or the limits of hydric soils (whichever is most restrictive).
- d. **BULK WATER TRANSPORTER;** Bulk water transporters are those companies that offer services such as filling swimming pools, hydroseeding, fertilizer and pesticide applications, spraying for dust control and roadbed compaction at construction sites, and similar activities that often withdraw water from surface waters at convenient access points on a short-term or occasional basis.
- e. **CERTIFIED SOIL SCIENTIST:** A person qualified in soil classification and mapping who is certified by

the State of New Hampshire Board of Natural Scientists.

- f. **CERTIFIED WETLAND SCIENTIST:** A person qualified to delineate wetland boundaries and prepare wetland maps who is certified by the State of New Hampshire Board of Natural Scientists, as defined by RSA 310-A:76, II-a.
- g. **EROSION CONTROL MEASURES:** For purposes of this ordinance, all construction and/or development shall incorporate design standards for erosion and sedimentation control which at a minimum reflect the standards set forth in the document, " Stormwater Management & Erosion & Sediment Control Handbook for Urban & Developing Areas of New Hampshire", August, 1992, as amended and Env-Ws 415.
- h. **HYDRIC SOILS:** Soils that are saturated or flooded during a sufficient portion of the growing season to develop anaerobic conditions in the upper soil layers. Hydric soils consist of very poorly drained and poorly drained soil drainage classes as defined in "Field Indicators for Identifying Hydric Soils in New England", Version 2, July 1998.
- i. **IMPROVED LOT:** A parcel of land or any combination of several contiguous lots of record occupied by a principal building or a building group, as permitted herein, together with their existing accessory buildings or uses and such access, yards, and open space required under this ordinance.
- j. **MAJOR WETLAND PROJECT:** A project involving alteration of wetlands and surface waters in excess of 20,000 square feet. Major wetland projects of such size and scope have the potential to create significant impacts on wetlands or surface waters, pursuant to NH Code of Administrative Rules, Wt 303.02, April 21, 1997. Projects altering wetlands and surface waters are under the jurisdiction of the State of New Hampshire and require permitting.
- k. **MINIMUM WETLAND IMPACT PROJECT:** A project involving alteration of wetlands and surface waters less than 3,000 square feet. A minimum wetland impact project, by virtue of its size and nature, is likely to have a negligible impact by itself or in the aggregate pursuant to NH Code of Administrative Rules, Wt 303.04, provided adequate measures are employed to protect the environment. Projects altering wetlands and surface waters are under the jurisdiction of the State of New Hampshire and require permitting.
- l. **MINOR WETLAND PROJECT:** A project involving alteration of wetlands and surface waters less than 20,000 square feet. A minor wetland project is of such size, scope or nature that it has the potential of having more than a negligible impact upon wetlands or surface waters pursuant to NH Code of Administrative Rules, Wt 303.03, provided adequate measures are employed to protect the environment. Projects altering wetlands and surface waters are under the jurisdiction of the State of New Hampshire and require permitting.
- m. **PRIMARY STRUCTURE:** For purposes of this ordinance a primary structure shall be considered the main or principal structure on a lot that serves as a residence or a place of business.
- n. **PRIME WETLAND:** Under the New Hampshire statute (RSA 482-A) for protecting wetlands from "despoliation and unregulated alteration", municipalities are able to designate some of their high value wetlands as "Prime Wetlands" (RSA 482-A:15). These designated wetlands are given special consideration by the Wetlands Board in permit application reviews. At this time the Town of Hollis has no wetlands designated as "Prime Wetlands", however, the Hollis Master Plan (1998) and the Conservation Commission have recognized the following surface waters and associated wetlands in the Town of Hollis as sensitive environmental areas that should be given special consideration and protection during application reviews.
 - (i) Bailey Brook- from Hayden Reservoir to the entrance of Hayden's Mill Pond
 - (ii) Birch Brook – from Birch Hill to Witches Brook
 - (iii) Flints Brook- from Flints Pond to the Nashua River
 - (iv) Beaver Brook- from Rocky Pond Road to the Nissitissit River
 - (v) Rocky Pond Brook- from Rocky Pond to the Hollis town border
 - (vi) Witches Brook- from Hayden's Reservoir to the Hollis town border

- (vii) Pennichuck Brook- from Dunklee Pond to Pennichuck Pond
 - (viii) Muddy Brook- from Parker Pond to Pennichuck Pond
 - (ix) Nashua River
 - (x) Nissitissit River
 - (xi) Flint Pond
 - (xii) Pennichuck Pond
 - (xiii) Dunklee Pond
 - (xiv) Rocky Pond
 - (xv) Silver Lake
 - (xvi) Hayden's Mill Pond
 - (xvii) Hayden's Reservoir
 - (xviii) Parker Pond
 - (xix) Worcester Pond
 - (xx) Sucker Brook - from Jewett Lane to the Nashua River
 - (xxi) High School Brook - from the Hollis -Brookline High School to Jewett Lane
- o. **SITE SPECIFIC SOILS MAP:** A map developed from information prepared in accordance with Site Specific Soils Mapping Standards for New Hampshire and Vermont, Society of Soil Scientists of Northern New England Publication NO. 3, 1997, as amended.
 - p. **SPECIAL EXCEPTION:** A use of land or buildings that is permitted, subject to specific conditions that are set forth in the ordinance. RSA 674:33 gives the local zoning board the power to grant those exceptions which are clearly specified in the ordinance.
 - q. **SURFACE WATERS:** Those waters which have standing or flowing water at or on the surface of the ground. This includes but is not limited to rivers, streams, lakes, ponds and tidal waters.
 - r. **UNIMPROVED LOT:** A parcel of land or any combination of several contiguous lots of record not currently occupied by a principal or accessory building or use.
 - s. **WETLAND:** Areas as defined in Section VIII.50 of the Zoning Ordinance.
 - t. **WETLAND CONSERVATION OVERLAY ZONE (WCO):** Areas as defined in Section VII.B.3. of the Zoning Ordinance.
 - u. **WET MEADOW:** An herb-dominated area typically with non-woody vegetation less than three feet in height, saturated for long periods during the growing season, but seldom flooded. Wet meadows develop on predominantly poorly drained soil conditions as defined by Env-Ws 1014.02.
 - v. **VERNAL POOL:** A confined basin depression which, at least in most years, holds water for a minimum of two continuous months during the spring and/or summer, provides essential breeding habitat for certain amphibians and invertebrates and is free of adult fish populations

3. JURISDICTION

- a. The town recognizes that the state and federal governments have regulations, including a permitting process, governing the alteration of wetlands and surface waters. However, the Town of Hollis has jurisdiction over the one hundred (100) foot buffer zone and all Dredge and Fill Applications must first be reviewed by Planning Board Staff and approved by the Planning Board and the Conservation Commission for compliance with this ordinance.
- b. The WCO Zone shall be considered as overlaying any other zone established by this Ordinance. Any use permitted in the portions of the zone so overlaid shall only be permitted subject to all provisions of this section.

- c. **EXISTING LOTS:** This ordinance shall not prohibit the construction of principal and accessory structures on an unimproved lot or the expansion of a legally pre-existing use on a lot that legally existed before March 11, 1997. However, such construction or expansion will only be permitted upon determination by Planning Staff (or Planning Board per staff recommendation) that:
 - (i) it is not feasible to place the structure outside the buffer zone
 - (ii) the structure must be set back as far as possible from the delineated edge of the wetland or surface water
 - (iii) appropriate erosion control measures must be in place prior to and during construction
 - (iv) any disturbance to the surrounding buffer zone must be repaired and restored upon completion of construction
 - (v) all available mitigation measures to address changes in water quality and quantity be implemented, if required by Planning Staff/ Planning Board
 - d. The 100 foot buffer regulations and restrictions set forth in this Ordinance shall not apply to the following wetland areas or their buffer zones:
 - (i) manmade ditches and swales
 - (ii) sedimentation/detention basins or ponds
 - (iii) manmade agricultural/irrigation ponds and swales
 - (iv) fire ponds
 - (v) a septage or manure lagoon
 - (vi) silage pits
 - (vii) a wetland or surface water of 3,000 square feet or less not associated with any other wetland, drainage-way, or surface water which does not meet the definition of a bog or vernal pool
4. **LOT REQUIREMENT AREA:** Wetland area excluding surface water may be used to satisfy minimum lot area requirements provided that seventy-five (75) percent of the minimum required lot size is contiguous non-wetland. For two (2) acre minimum lots, one and one-half (1 1/2) acres must be contiguous non-wetland. For four (4) acre minimum backlots, three (3) acres must be contiguous non-wetland.
5. **DRAINAGE**
- a. There shall be no net increase in peak flow or overall volume of stormwater runoff in the WCO Zone as a result of any development.
 - b. Calculations shall be based on 2, 5 and 25-year storm events in accordance with NRCS Technical Release 55 or Technical Release 20, or other calculation methods as approved by the Planning Staff.
 - c. Stormwater management facilities are not permitted to be constructed within the WCO Zone.
 - d. Drainage shall be treated prior to discharge into the WCO Zone.
 - e. Drainage design shall be in accordance with the Town of Hollis Subdivision and Site Plan regulations.
6. **PERMITTED USES WITHIN THE WETLAND CONSERVATION OVERLAY ZONE:**
- a. The following uses shall be permitted in the WCO Zone without a special exception:
 - (i) Forestry performed in accordance with Best Management Practices as defined in Section XI.C.2. of this ordinance
 - (ii) Agriculture, including growing and harvesting of crops, in accordance with Best Management Practices as defined in Section XI.C.2. of this ordinance.
 - b. Water withdrawals from surface waters for bulk transport and delivery are permitted with the following conditions and limitations:
 - (i) Anti-backflow devices are required on all vehicles withdrawing water from surface waters in the

Town of Hollis.

- (ii) The withdrawal must have permission of the property owner whose frontage is on the river, stream, lake or pond from which the withdrawal is being made.
 - (iii) The withdrawal must not create an adverse impact on aquatic life, recreation, or other public use of the waterbody. Adverse impacts include, but are not limited to: lowering of stream flow or lake levels and introducing potential pesticides and pollutants into the waters through backflow discharge or spillage. (Any discharges, including accidental discharges, are subject to enforcement action and penalties by the NH Department of Environmental Services under the provisions of the Clean Water Act.)
 - (iv) The withdrawal must be "reasonable" in that it will not impact the drinking water supply, health of the indigenous aquatic life, public recreational activities and other uses dependent on the surface water.
 - (v) Large water withdrawals from single locations that exceed 20,000 gallons per day averaged over any 7-day period or that exceed a total of 600,000 gallons during any 30-day period must be registered with the DES-NH Geological Survey. (Chapter Env-Wr 700 Water Use Registration and Water Use Reporting, under RSA 482:87).
 - (vi) Water withdrawals from vernal pools and wetlands (other than constructed fire ponds and farm irrigation ponds) are prohibited.
 - (vii) Water withdrawals for emergency services are exempt from this ordinance.
 - (viii) If it is determined that the foregoing areas of regulation are or have been pre-empted by the State of New Hampshire, such sections shall be void.
- c. The following uses which do not alter the surface configuration by the addition of fill, do not obstruct or change in any manner the natural flow or quality of ground or surface water, and that are otherwise permitted by the Zoning Ordinance shall be permitted in the WCO Zone without a special exception, provided applicable necessary mitigation measures to address changes in water quality and quantity are in place, and there is restoration and repair of any disturbed area.
- (i) Conservation areas, and wildlife refuges
 - (ii) Open space as permitted by subdivision regulations and other sections of this ordinance. Only the buffer zone may be used in the calculation of open space. Jurisdictional wetlands, surface waters, flood plains, and unaltered slopes greater than 25% are excluded from this calculation.
 - (iii) Parks and outdoor recreational uses and activities as are consistent with the purposes and intentions of the WCO Zone
 - (iv) Planting of native or naturalized species and wetland vegetation as identified by "the United States Fish and Wildlife Service National List of Plant Species that Occur in Wetlands: New Hampshire"
 - (v) Monitoring wells for observation purposes
 - (vi) The removal of dead, diseased, unsafe, or fallen trees, however stumps and their root systems shall be left intact in the ground within one hundred (100) feet of the delineated edge of the wetland boundary. Dead trees that provide dens and nesting sites for wildlife are encouraged to be preserved
 - (vii) All projects detailed in Wt 303.05 Projects in Jurisdiction That Do Not Require a Permit, NH Code of Administrative Rules, April 23, 1997, except for (i)- landscaping, gardening, deck or stair construction in the upland (delete tidal) buffer zone which are not permitted by this ordinance. This shall be replaced with: The Town of Hollis WCO Ordinance requires that the existing woodland buffer shall be maintained in its natural state. A copy of this document is on file at the planning office.
- d. The following uses shall be permitted in the WCO Zone without a special exception, provided applicable erosion control measures are in place, there is repair and restoration of any disturbed area and all available

mitigation measures to address changes in water quality and quantity as required by staff and recommended by the Conservation Commission are employed. However, all projects listed below together with any disturbance of the buffer zones involved therein shall be presented to the Conservation Commission, with a request for review in writing, as required by the New Hampshire Wetlands Bureau, for its intervention, opinion, recommendations and/or approval. The results of such intervention by the Conservation Commission, together with its written opinion, recommendations, and/or approval shall be forwarded to the Planning Board, within twenty (20) days from the date of the first Conservation Commission meeting at which it receives such project details. These "minimum wetlands impact" projects are defined in full detail in Wt. 303.04, NH Code of Administrative Rules, April 21, 1997, and after approval by Town Boards require a permit from the New Hampshire Wetlands Bureau.

- (i) Seasonal docks on non-tidal frontage for two (2) slips
- (ii) Repair or replacement of existing retaining walls
- (iii) Decks raised above the ground in such a manner as to permit the natural flow of any surface water.
- (iv) Potable water supply wells
- (v) Maintenance of existing docking structures
- (vi) Control of aquatic weeds by harvesting
- (vii) Control of exotic weeds in accordance with NH RSA 487:17
- (viii) Installation of culverts or rock fords for driveways or woods roads where wetland impact is less than three thousand square feet on existing lots approved prior to March 11, 1997
- (ix) Bridge crossings
- (x) Temporary crossings for maintenance of utility pipes or lines, or for transportation of forestry products
- (xi) Projects located in the right-of way of an existing public road
- (xii) Temporary coffer dams for repair or replacement of existing structures
- (xiii) Pond construction in poorly drained soils only
- (xiv) Restoration of altered or dredged wetlands
- (xv) Construction of nature trails in accordance with BMP's for Erosion Control During Trail Maintenance and Construction, as amended.
- (xvi) Buffer disturbances for driveway access. Buffer disturbances do not need approval from the NH Wetlands Bureau.

7. SPECIAL EXCEPTIONS IN THE WETLANDS CONSERVATION OVERLAY ZONE:

- a. A special exception may be granted by the Zoning Board of Adjustment for projects classified as "minor wetlands impact" as set forth in NH Code of Administrative Rules, Wt. 303.03, April 21, 1997, as amended, and as defined in Section XI.C.2 of this ordinance provided:
 - It is not feasible for the proposed use, including necessary mitigation measures, to be placed outside the buffer zone.
 - The proposed use is designed to have the least amount of impact on the wetland and the buffer
 - With the exception of Town approved and State permitted wetlands crossings, the non-disturbance buffer zone shall be maintained to at least 50 feet from the delineated edge of the wetland unless the lot existed prior to March 11, 1997.
 - The Zoning Board of Adjustment will consider (but is not necessarily bound by) the recommendations of the Planning Board and the Hollis Conservation Commission.
- b. Application Procedure: The following outlines the application requirements and procedures for special

exceptions to the Wetlands Conservation Overlay Zone:

- (i) Submit written request for review of special exception concurrently to the Conservation Commission and the Planning Board no later than fifteen (15) days prior to their respective next meeting dates. This request must include:
 - delineation of the impacted wetland and the buffer zone by a certified soil or certified wetland scientist
 - design, construction, and maintenance methods including erosion control measures for the site
 - restoration and repair measures for the siteThe Conservation Commission and the Planning Board may require additional information including but not limited to:
 - water quality calculations
 - mitigation measures to address changes in water quality and quantity
 - wildlife assessment performed by a natural resource professional (wetland scientist, soil scientist, wildlife biologist or forestry professional as appropriate)
 - hydrological calculations based on drainage requirements in accordance with Section XI.C.4.b. of this Ordinance.
- (ii) Submit an application for special exception, including all supporting plans, documentation and recommendations from the Conservation Commission and the Planning Board to the Zoning Board of Adjustment at least fifteen (15) days prior to a Zoning Board of Adjustment meeting following the Planning Board meeting at which the request is scheduled for input.
- (iii) Upon approval of the Zoning Board of Adjustment, submit dredge and fill application to the State if applicable.

8. PROHIBITED USES WITHIN THE WETLAND CONSERVATION OVERLAY ZONE

- a. The following uses are specifically prohibited within the WCO Zone:
 - (i) Any project classified as "major wetland impact" as set forth in NH Code of Administrative Rules, Wt 303.02, April 21, 1997, as amended, and as defined in Section XI.C.2 of this ordinance.
 - (ii) Location of a primary structure and related improvements, including the associated limits of construction, within the WCO Zone unless the lot legally existed before March 11, 1997, in accordance with Section XI.C.3.c. of this ordinance.
 - (iii) Location of an accessory structure and related improvements, including the associated limits of construction, within the WCO Zone unless the conditions for a special exception in accordance with Section XI.C.6 of this ordinance are met or the lot legally existed before March 11, 1997, in accordance with Section XI.C.3.c of this ordinance
 - (iv) All other construction activity, including but not limited to roadways and parking lots, except in cases where the proposed use meets the criteria for a special exception (Section XI.C.6) and such a permit has been issued.
 - (v) Any land use that harms or degrades the wetlands buffer, the wetland or surface waters, including but not limited to:
 - uncovered or unenclosed storage of road salt and salt storage sheds
 - automobile junk yards/salvage
 - hazardous waste facilities
 - use of fertilizers except for lime and/or wood ash, on lawns or areas with grass
 - bulk storage of chemicals; petroleum products or hazardous materials

- sand and gravel excavations as defined in RSA 155-E
- processing of excavated materials
- dumping or disposal of snow and ice collected from roadways or parking areas.
- disposal of solid waste, landfills, solid waste transfer stations, recycling facilities, incinerators, and composting facilities.
- laundromats
- car washes
- automotive service and/or repair shops
- commercial animal feedlots
- disposal of liquid or leachate wastes
- storage or disposal of animal waste or byproducts
- trails, paths, tracks, or other ways, if the traffic caused by these uses compacts and erodes soils in the wetlands buffer or the wetlands.

SECTION XII: NONCONFORMING USES, STRUCTURES AND LOTS (Amended 1993)

INTENT: The intent of this section is to allow for the lawful continuance of nonconforming uses, structures and lots, and to allow a certain reasonable level of alteration, expansion or change to occur by special exception when it can be demonstrated that the proposed alteration, expansion or change will not change the nature of the use, unduly impact the neighborhood or provide inadequate subsurface disposal of waste. Of particular concern is the preservation of the quality of the groundwater, which is Hollis' source of domestic drinking water. Specific attention to the potential of groundwater contamination arising from septic systems which are inadequate or located without adequate setbacks from other septic systems and/or drinking water wells was given in the development of this ordinance.

A. NONCONFORMING USES

1. **CONTINUANCE:** A nonconforming use may be continued although such use does not conform to the current provisions of this ordinance.
2. **DISCONTINUED USE:** Whenever a nonconforming use has been discontinued for more than one year for any reason, such nonconforming use shall not thereafter be reestablished, and the future use of the property shall be in conformity with the provisions of this ordinance.
3. **ALTERATIONS:** Alteration, expansion or change of a nonconforming use or structure shall only be permitted by Special Exception by the Zoning Board of Adjustment if it finds that:
 - a. the proposed alteration, expansion or change will not change the nature and purpose of the original use, and
 - b. the proposed alteration, expansion or change would involve no substantially different effect on the neighborhood, and
 - c. any increase in heated living space, as proposed by the plans submitted which, in the judgment of the Zoning Board of Adjustment, is reasonably capable of increasing the number of bedrooms for a nonconforming dwelling or lot, may require the septic system to be approved by the New Hampshire Division of Water Supply and Pollution Control and the Town of Hollis in accordance with the provisions of New Hampshire RSA 485-A: 38 and the Town of Hollis' septic regulations for the number of bedrooms currently in the home or proposed for the home.

B. NONCONFORMING LOTS

1. A nonconforming lot which has been developed with a structure may be continued for the same use but any alteration, expansion, new construction or change shall only be permitted according to the provisions set forth in item number 3, ALTERATIONS, as described above for A. NONCONFORMING USES.
2. Where 2 or more nonconforming lots are undersized, abut, and are under common ownership, they shall be considered indivisible and shall not be developed separately. They must attempt to comply with the minimum lot size in their respective zone by their consolidation. A separate lot which does not conform to the provisions of this Ordinance which is recorded and taxed as a lot of record at the time of passage of this Ordinance may be used for any conforming use of this district.
3. Any changes to existing septic systems on nonconforming lots must meet the Town of Hollis' Board of Health Subsurface Disposal Regulations.
4. The Zoning Board of Adjustment may grant a special exception to setback requirements for non-conforming lots of less than two acres in the Historic District if the Zoning Board finds that:
 - a. Strict adherence to the existing setbacks would detrimentally impact the Historic District and disturb the streetscape; or
 - b. Strict adherence to the existing setbacks would cause inconsistency in the massing of buildings; or
 - c. Strict adherence to the existing setbacks would be inconsistent with setbacks of existing adjacent buildings; or
 - d. if the structure as designed takes into consideration architectural and spatial elements of adjacent buildings an exception may be granted.

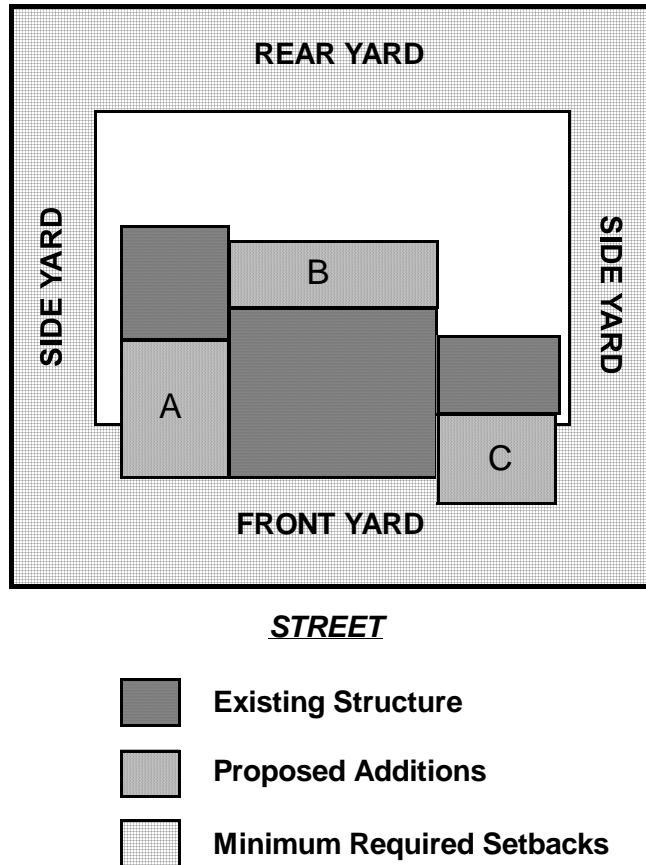
e. The ZBA will consider (but is not necessarily bound by) the recommendations of the HDC.

C. NONCONFORMING STRUCTURE:

CONTINUANCE: Any lawful nonconforming structure existing at the time of adoption of this Ordinance, may be occupied, operated, and maintained in a state of good repair, but any alteration, expansion, new construction or change of such structure that does not further aggravate a front, side, or rear yard setback nonconformity shall only be permitted according to the provisions set forth in item number 3, ALTERATIONS, paragraphs a and b, as described above for A. NONCONFORMING USES, and according to the diagram below.

Expansions of structures with nonconforming setbacks

(Not drawn to scale. Assume that the lot is conforming.)



Explanation: Proposal “A” requires a special exception;
Proposal “B” requires no action by the Board of Adjustment;
Proposal “C” requires a grant of variance by the Board of Adjustment, provided, however, that in addition to meeting the legal standard for a variance, the proposal also meets the general criteria for a special exception found in this ordinance.
Proposal C does not include landings or stairs.

SECTION XIII: RESIDENTIAL CONSTRUCTION TIMING AND PHASING ORDINANCE

(Adopted March 1992)

A. FINDINGS

Through careful study, the Town of Hollis adopted a Master Plan (1971) and has updated said Master Plan to allow for a continued assessment of community needs in response to changing conditions (1979, 1985, 1991). The 1991 Master Plan Update includes careful analysis of historic and projected growth rates for the Town and has concluded that potential development pressures continue to confront the community, agricultural lands continue to be lost, open space has diminished, natural resources are endangered, and scenic areas have been degraded. As a result, the unique characteristics that define Hollis, and the safety, well being, and quality of life of its residents are threatened. Therefore, the Town of Hollis should continue to manage the timing and phasing of development and to encourage development that is consistent with the goals of the community through the adoption of innovative land use controls.

B. AUTHORITY

This ordinance is adopted as an innovative land use control pursuant to RSA 674:21.

C. PURPOSE

This ordinance is intended to balance regional growth pressures with the ability of the Town to accommodate such growth with consideration for public facility and service provision, fiscal constraints, the protection of natural resources, preservation of the Town's character, and the need to continually monitor land use regulations designed to promote orderly growth based on the goals of the Master Plan.

The timing and phasing of development limitations contained within this ordinance are based on the conclusions and recommendations of the population, housing and land use components of the Master Plan. Periodic updates of said Master Plan components shall be undertaken by the Planning Board as changing conditions warrant reexamination of its conclusions and recommendations. Such updates shall be undertaken by the Planning Board at its discretion; however, updated population, housing and land use Master Plan components must be prepared and adopted by the Planning Board within five years counted from the date of adoption of the previous Master Plan update.

D. DEFINITIONS

1. **APPLICABLE ACRES:** Applicable acres refers only to undeveloped land. Land within the minimum lot area of a residence on a developed lot, areas within required buffers, required recreation lands or open space, lands under road ways or public rights-of-way, and sand and gravel excavations shall be considered to be developed land for the purposes of this ordinance. Conservation lands or agricultural lands shall not be considered developed land for the purposes of this ordinance.
2. **BUILDING RIGHT:** A certificate issued by the Planning Board or its designee which entitles the bearer to obtain a building permit for the construction of a new dwelling unit.
3. **BUILDING YEAR:** April 1 through March 31.
4. **EARNED RIGHTS:** Building Rights earned by a record holder based on the ownership of land within Hollis during the building year.
5. **ELDERLY HOUSING:** Housing designed specifically for individuals or heads of households, 55 years of age or older or who are disabled, in accordance with standards, regulations and definitions of the U.S. Department of Housing and Urban Development and the Fair Housing Act.
6. **LOW-INCOME HOUSING:** Housing developed to remain affordable to households with gross annual incomes at or below 80% of the median household income for the Nashua PMSA for a period of not less than 20 years.
7. **MODERATE-INCOME HOUSING:** Housing developed to remain affordable to households with gross annual incomes at or below 100% of the median household income for the Nashua PMSA for a period of not less than 20 years.
8. **RECORD HOLDER:** A legal owner of record with clear title to any land in the Town of Hollis, NH

9. **TRANSFERRED RIGHTS:** Building Rights earned by a record holder and transferred to a new record holder as the result of a bona fide sale, mortgage foreclosure, tax sale, insolvency, bankruptcy, or probate proceedings.
10. **TOWN RIGHTS:** The rights to residential building permits earned by the Town of Hollis based on the total applicable acreage under Town ownership.

E. ELIGIBILITY

The number of earned building rights which may be claimed for the development of new residential units by any record holder in any building year shall be limited to the following:

1. A record holder of a total of 10 applicable acres or less may claim one right per year.
2. A record holder of more than 10 applicable acres but less than 25 applicable acres in Hollis may claim 2 rights per year.
3. A record holder of a total of 25 applicable acres or more but less than 50 applicable acres may claim 3 rights per year.
4. A record holder of a total of 50 applicable acres or more may claim 4 rights per year.

F. RESTRICTIONS

1. One building permit shall be required for the construction of each dwelling unit including the conversion of a single dwelling into two or more units.
2. A building right earned within any building year entitles a record holder to obtain a building permit or to transfer a residential building lot within the same building year only. Earned building rights cannot be accrued from one building year to another building year.
3. Building rights may be transferred to a grantee only at the time of Transfer of title to the land to which the rights apply.
4. Once a building right is transferred with a residential building lot, the transferred building right shall remain valid in perpetuity, however, said transferred right shall remain attached to the lot with which it was transferred and may not itself be transferred to any other lot.
5. Undeveloped building lots with valid transferred building rights or building permits may not be counted as applicable acres for the purpose of generating earned rights.
6. If a grantee acquires residential building lots after November 17, 1978 without the transfer of a building right or building permit for each residential building lot, the grantee will not be considered a record holder of the lots transferred without building rights or permits until said grantee has owned said lots continuously for a period of five years from April 1st following the date of deed recording at the Hillsborough County Registry of Deeds.
7. Any residential building lots acquired by a grantee after November 17, 1978 without the transfer of an equal number of building rights or building permits, will not be considered to be applicable acres until said grantee has owned said lots continuously for a period of five years from April 1st following the date of deed recording at the Hillsborough County registry of Deeds.

G. EXEMPTIONS

1. In the event that title to the entire remaining real property interest of a grantor is transferred in a subdivided tract and such transfer is the result of a bona fide sale for a reasonable value, or the result of a mortgage foreclosure, tax sale, insolvency, bankruptcy or probate proceedings, the grantee shall immediately assume all the privileges of a record holder.
2. In the event that two or more parties have interests or claims to the title of the entire remaining real property interest of a grantor in a subdivided tract and such claims are the result of mortgage foreclosure, tax sale, insolvency, bankruptcy or probate proceedings, each party shall immediately assume all the privileges of a record holder upon transfer of said title.

H. BUILDING PERMIT LIMITATION

1. The Planning Board shall monitor the following statistics:

- a. The total number of building rights claimed or transferred within each building year;
 - b. Annual population estimates;
 - c. The total number of residential building permits issued;
 - d. Certificates of occupancy issued; and
 - e. The total number of new dwellings units actually constructed.
2. The Board shall present its findings to the public not later than the second regular meeting of the Board within each new building year. If the Board finds that the actual number of new dwellings units constructed in the Town within the past building year exceeds Hollis' fair share of the region's growth, and that such rates of growth may be injurious to the public health, safety, and welfare due to a lack of adequate public facilities or services, water supply, congested streets and roads, threats to the natural environment, or degradation of Town character and spirit, the Board may implement temporary emergency building permit limitations in accordance with paragraphs 3 and 4 below:

I. ADMINISTRATION

1. The Planning Board shall establish the total number of dwelling units known to exist at the end of the previous building year using the best available information. A new dwelling unit must be provided with a certificate of occupancy on or before March 31 of the previous building year to be counted for the purposes of this ordinance. All dwelling units known to be lost due to fire, demolition, conversion or natural disaster shall be subtracted, and illegal or accessory dwelling units shall not be counted.
2. The total number of building permits to be issued shall be limited to a number derived by multiplying the total number of residential units known to exist in Hollis at the end of the previous building year by the annual average growth rate of the region.
3. Building permits to be granted to record owners of approved residential building lots shall be allocated by the Planning Board at four annual sessions: the first Tuesday of May, the first Tuesday of August, the first Tuesday of November, and the first Tuesday of February.
4. One quarter of the total number of building permits available (rounded to the nearest whole number) shall be allocated at each session.
5. The Planning Board may designate an agent of the Board to administer building permit claims, however, all building permit claims must be posted not less than ten days prior to an allocation session of the Board, accepted by the Board at a public hearing in accordance with subsection c above and attached to the minutes of the meeting as a permanent record of the Board.
6. Building permits shall only be claimed by record holders upon completion of a building permit application. The completed applications shall be returned to the Town's Planning Board Office no less than 30 days prior to an allocation session of the Board.
7. Building permit applications shall be segregated by record holder.
8. The Planning Board shall grant the applications of all eligible record holders (in accordance with subsection e) for the total number of building permits applied for at any building permit allocation. In the event that the total number of permits applied for exceeds the total number available at any allocation session, the following allocation formula shall be used:
 - a. Each record holder eligible for at least one building permit, who has not yet received a permit within the building year shall be granted one permit.
 - b. If sufficient rights remain, each applicant eligible for at least two permits, who has not received more than one permit within the building year shall receive an additional permit. Permits so granted shall then be subtracted from the remainder.
 - c. If sufficient rights remain, each applicable eligible for at least three permits, who has not received more than two permits within the building year shall receive an additional permit.
 - d. If sufficient permits do not remain to allow for the completion of the steps outlined in subsections b or c, or if any permits remain after the completion of the subsections b and c, then any remaining permits shall be allocated at the following building permit allocation session.

J. TERMINATION OF BUILDING PERMIT LIMITATIONS

Building permit limitations shall be terminated without cause by the second regular meeting of the Planning Board within the building year following implementation, or by April 30, whichever comes sooner, if:

1. The total number of new dwelling units constructed within the previous building year falls below Hollis' fair share of the region's growth.
2. The Board fails to present findings which justify the continuance of the limitation in accordance with Section A of this chapter.

K. TOWN RIGHTS

1. **PURPOSE:** Town rights exist for the purpose of encouraging development consistent with the goals established in the Hollis Master Plan. The receipt and allocation of town rights are exempt from sections e and f and g of this ordinance.
2. **ELIGIBILITY:** Town rights shall be allocated to eligible record holders of approved subdivisions recorded in the Hillsborough County Registry of Deeds, located within the Town of Hollis. The receipt of building rights granted under sections e, f, or g of this ordinance shall have no bearing on an applicant's eligibility to obtain town rights under this section.
3. Town rights shall be granted for lots within a specific subdivision. Once granted, town rights can only be used to obtain building permits within said subdivision.
4. Town rights shall be allocated on the first Tuesday of February of each building year. Except for proposals for Housing for Older Persons, the number of Town rights available in any year is four.
5. Applicants shall obtain, complete and return a town rights application to the Planning Board office not less than 30 days prior to the February allocation.
6. Town rights may only be transferred at the time of transfer of title to the subdivision or building lot to which the rights apply.
7. Record holders may accrue town rights from one building year to another building year.
8. In the event that a subdivided tract is re-subdivided, re-configured, or found to be inconsistent with the approved subdivision plan, all town rights allocated to said subdivision shall become null and void.
9. The Planning Board may allocate town rights to record holders of approved subdivisions on a discretionary basis based on consideration of the following:
 - a. Minor subdivisions - in exceptional circumstances, unanticipated by the framers of this ordinance, where strict application of this ordinance would place undue hardship on a record holder of a subdivided tract.
 - b. Other subdivisions - in circumstances where strict application of this ordinance would render a development expressly designed to provide low or moderate income housing or elderly housing not feasible.
 - c. Restrictions - the Planning Board may allocate town rights to applicants, in accordance with subsections a and b, based on a phasing plan developed through mutual agreement of the applicant and Board. In no case however, shall the total number of discretionary town rights allocated to any applicant exceed 25% of the total number of town rights to be allocated in any building year.
10. The Planning Board, in its consideration of a proposal for Housing for Older Persons, may determine that the proposal, or any previously approved proposal, when implemented, will have less impact on the availability of town services and other impacts on the community than would be the case for a conventional housing development. If such a finding is made, the Planning Board is authorized, in its judgment, to waive the application of all or part of this section as they deem appropriate.

SECTION XIV. SIGN ORDINANCE (adopted March 1994)

- A. **SCOPE:** This Sign Ordinance provides for the installation, maintenance and display of signs in the Town of Hollis. The provisions of this section shall govern the construction, alteration, repair and maintenance of all signs together with the associated appurtenant and auxiliary devices in respect to structural and fire safety.

When reading and using this document, the INTENT of each section should carry more weight in decision making than the specific wording of each section. An attempt is made to state the intent at the beginning of each section. This statement of intent should be used as a guide to interpretation of any specific paragraph, article or provision.

It is the intent of this Sign Ordinance to support the general provisions of the 1991 Hollis Town Master Plan which seeks to preserve the visual New England rural character of Hollis and its Historic District. The following provisions were designed to encourage reasonable uniformity in the size, treatment and presentation of signs used to call attention to the existence of a business, activity, product or service. The ultimate goal of this Sign Ordinance is to ensure traffic safety, prevent obstructions in rights-of-ways, allow the existence of signs that aid orientation and identification of uses and activities to the public without degradation of the surrounding property or properties in any area, while, at the same time, understanding and meeting the need for adequate business identification and advertising.

B. DEFINITIONS

1. **ADMINISTRATIVE BOARD:** The person(s) or board appointed by the Board of Selectmen to be responsible for the interpretation and administration of the provisions of this Sign Ordinance.
2. **AWNING SIGN:** Any visual message incorporated into an awning attached to a building.
3. **COPY-CHANGE SIGN:** A sign on which the visual message may be periodically changed. Example: Reader boards.
4. **DIRECTIONAL SIGN:** A sign limited to providing directional or guide information on the most direct or simple route for on-site public safety and convenience. Directional signs may be located adjacent to driveways. Examples: "IN", "OUT", "ENTRANCE", "EXIT", and "PARKING".
5. **EVENT-SPECIFIC SIGN:** A non-prohibited temporary sign to be used to announce an event such as a festival, dance, business opening, sale, meeting, fund-raiser, parade and information about political candidates and other events which have a short term conclusion.
6. **FREE STANDING SIGN:** A self supporting sign not attached to any building, wall or fence but separate and affixed in or upon the ground. Included are pole signs, pylon signs, monolith and masonry wall-type signs. This does not include portable or mobile trailer type signs.
7. **GRANDFATHERED SIGN:** A non-conforming sign which legally exists and is allowed to remain even though it may not meet the terms of this ordinance.
8. **GROUND SIGN:** A sign supported by uprights or braces in or upon the ground surface.
9. **HISTORIC PLAQUE:** A marker, erected by federal, state, or local authority, identifying a historic place, name and/or date.
10. **HOLIDAY PERIOD:** A 30 day, or less, period of time surrounding a state recognized holiday, all of which time may be spent before or after the holiday.
11. **HOME OCCUPATION SIGN:** A sign which identifies a home occupation.
12. **ILLUMINATED SIGN:** Any sign illuminated by electricity, gas or other artificial light either from the interior or exterior of the sign and which includes reflective and/or phosphorescent surfaces.
13. **INFORMATION SIGN:** A sign, without advertising, designed and intended to convey information about a permitted use, to convey regulations or restrictions, or otherwise to provide needed guidance to the general public.
14. **LINEAL BUILDING FRONTAGE:** The length of a ground level straight line or lines parallel to and equaling the length of the building front that includes the main public entrance(s) or the side of the building fronting on the principal roadway. In the case of a multi-unit development, the frontage of each separate building is

additive for the purpose of determining permissible sign area.

15. **MOBILE SIGN:** See Portable Sign.
16. **NON-CONFORMING SIGN:** A sign which does not comply with the provisions of this ordinance, but which legally existed prior to the adoption of this Sign Ordinance.
17. **OFF-PREMISES SIGN:** A sign unrelated to a business or a profession conducted, or to a commodity or service sold or offered, upon the premises where such sign is located and/or a sign placed more than 300 feet from the main vehicular entrance to the advertised business or activity.
18. **OFF-PREMISES DIRECTIONAL SIGN:** A sign for the purpose of directing the general public to a business, activity, service or community event within the Town of Hollis. Off-premise directional signs must be part of an approved Sign Master Plan.
19. **PERSON:** Any individual, corporation, unincorporated association or other legal entity.
20. **PORTABLE SIGN:** A sign capable of being readily removed or relocated, and not attached to the ground, a building, a structure or another sign. This includes moveable signs mounted on a chassis, "A" frame and/or wheels, or supported by legs.
21. **PROJECTING SIGN:** A sign that is attached to the building wall or structure and which extends horizontally more than 6 inches from the plane of such wall, or a sign which is placed perpendicular to or at no less than a 45 degree angle to the face of such wall or structure.
22. **REAL ESTATE SUBDIVISION SIGN:** A sign that is erected to inform the public that a subdivision is being constructed and that one or more real estate agents represent the sale of lots or buildings within this subdivision.
23. **REFLECTING SIGN:** A sign which uses glass beads or some artificial substance whose primary purpose is to reflect light and cause this sign to "glow" when illuminated.
24. **REPRESENTATIONAL SIGN:** A three-dimensional sign built to physically represent the object advertised.
25. **RESIDENTIAL SIGN:** A sign which gives a name to a residence or farm such as "LAZY ACRES".
26. **ROOF SIGN:** A sign which is erected, constructed and maintained above the roof of the building. This includes any painting on the roof of a structure or design in the roofing material which effectively constitutes a sign.
27. **SEASONAL AGRICULTURAL SIGN:** Sign displayed during the harvest season of the item advertised.
28. **SIGN:** Any fabricated sign or outdoor display structure, including its structure, consisting of any letter, figure, character, mark, point, plane, marquee, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminating device, which is constructed attached, erected, fastened or manufactured in any manner so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, and displayed in any manner out of doors, or indoors as a window sign, for advertising purposes.
29. **SIGN DIRECTORY:** A listing of two or more business enterprises, consisting of a matrix and sign components.
30. **SIGN STRUCTURE:** The supports, uprights, bracing and framework for the sign.
31. **SIGN SURFACE AREA:** The entire area within a single, continuous perimeter enclosing all elements which form an integral part of the sign. The structure supporting a sign and pole covers or architectural embellishments shall be excluded unless the structure is designed in a way to form an integral background for the display. For purposes of calculating sign surface area, only one face of a double-faced, free-standing sign shall be included as surface or area of such sign. In the case of a sign consisting of 2 or more sides where the angle formed between any 2 or more sides or the projections exceed 30 degrees, each side shall be considered a separate sign area.
32. **SUBDIVISION SIGN:** A sign which states the name of the subdivision only and does not advertise lots and/or homes for sale nor agents to contact for such sales. Examples of such signs are: "CRESTWOOD", "FIELDSTONE", "RICHLAND ESTATES", and "SUNSET HEIGHTS".

33. **TEMPORARY SIGN:** A sign constructed of cloth, fabric, or other lightweight temporary material with or without a structural frame intended for a limited period of display.
34. **TOWN:** The Town of Hollis and/or its governing body.
35. **WALL SIGN:** A sign that is painted on, incorporated into or affixed parallel to the wall of a building and which extends not more than 6 inches from the surface of the building.
36. **WINDOW SIGN:** A sign visible from a sidewalk, street or other public place, painted onto or affixed to glass or other window material, or located inside within 2 feet of the window, but not including graphics in connection with customary window display of products.

C. **ADMINISTRATION:** This section contains the requirement and application procedures that govern all matters concerning any sign which is to be erected, displayed, altered, reconstructed or maintained, including its supporting structure and any associated auxiliary devices in respect to structural and fire safety.

1. **ADMINISTRATION:** The Board of Selectmen shall appoint an Administrative Board that shall interpret and administer this Sign Ordinance. The Administrative Board shall have great discretion in many areas, as spelled out in the Ordinance and the Administrative Board's policies.
2. **RELIEF:** Any relief, exception or variance sought from this Sign Ordinance, having been denied by the Administrative Board, may be brought before the Hollis Zoning Board of Adjustment. An appeal of the administrative decisions of the Administrative Board shall also be brought before the Hollis Zoning Board of Adjustment.
3. **ENFORCEMENT:** The Board of Selectmen shall be the enforcement authority of all provisions of this Ordinance. The Building Inspector shall report all alleged violations to the Board of Selectmen. Under the direction of the Board of Selectmen, the Building Inspector shall notify the violator(s) of the violation(s), along with any corrective action required.

D. **GENERAL REQUIREMENTS**

1. Unless otherwise specifically provided for in other sections of this Ordinance, no person shall erect, display, relocate, repair or reconstruct any sign, sign structure or outdoor display structure, in any district without first obtaining a permit from the Building Department
2. All signs and their structures that are to be erected, altered, relocated, repaired or reconstructed in any district must be approved by the Administrative Board.
3. In the Historic District, all signs and their structures that are to be erected, altered, relocated, maintained, repaired or reconstructed are subject to the provisions of the Historic District Ordinance and must be approved by the Historic District Commission.
4. A permit and/or approval from the Administrative Board is not required for maintenance of an existing sign as long as the maintenance does not include the cutting away of the sign structure or any alteration changing the original sign's appearance including, but not limited to, color, wording, and other sign attributes.

E. **APPLICATION FOR PERMIT**

1. All applications for sign permits shall be filed, by the property owner, building owner or owner in fee. Applications shall be filed with the Building Inspector, on forms provided by the Building Department. All applications shall bear the signature of the building or property owner or shall include a signed affidavit, by the owner, granting authorization for the applicant to apply for and install the proposed sign. All approved applications shall bear the signature of an authorized member of the Administrative Board, Historic District Commission or Zoning Board of Adjustment, whichever applies.
2. All applicants for sign permits shall indicate all proposed materials to be used, including the support system configuration and design. The location of the proposed sign shall be included, showing all dimensions and measurements to property lot lines, principal building and other permanent structures.
3. All applicants for sign permits shall submit construction documents that include a scale drawing of the proposed sign showing size, color and lettering styles.
4. All applicants for sign permits shall include any and all information deemed necessary by the Building

Inspector, to insure that the proposed sign complies with all applicable codes and Zoning Ordinance regulations.

5. All applicants for sign permits shall be required to submit a fee for filing and no permit shall be deemed complete until all applicable fees are paid to the Town of Hollis, NH. A schedule of fees for sign permits will be established and/or amended from time to time by the Board of Selectmen. Such fee changes shall not be deemed to be an amendment to this Ordinance.

F. PERMITS

1. The Building Inspector shall review and act upon all applications for sign permits and amendments thereto, within 7 days after filing. If the application or the construction documents conform to the Sign Ordinance or Building Code and are complete, the Building Inspector shall submit the application to the Administrative Board, which shall act upon the application at its next regularly scheduled meeting or within 30 days, whichever is later. If the application or the construction documents do not conform or are not complete, the Building Inspector shall notify the applicant in writing, stating the deficiencies and advising the applicant of his right to amend and resubmit the application or appeal directly to the Administrative Board.
2. Any permit issued shall become invalid if the sign is not erected within 6 months after the date of issuance.
3. Any person, applicant or agency representing a property owner who has been denied a permit can appeal such decision by the Administrative Board to the Zoning Board of Adjustment, within 20 days after receipt of the notice of denial for a permit.
4. Violations of this Ordinance shall be subject to fines and penalties specified in the NH Revised Statutes Annotated.

G. GENERAL PROVISIONS: Unless specifically addressed under a particular section, all signs must comply with the general provisions listed under this section. This section also provides guidance and standards for construction of signs requiring permits and shall also serve as guidance for the construction of exempt signs.

1. **SIZE:** Reference by this Ordinance to size of a sign shall mean the sign surface area of a sign as defined herein.
2. All signs and sign structures shall be painted/fabricated in a professional manner in keeping with generally accepted construction standards of quality and design.
3. All signs, sign structures, and their appurtenant illumination devices shall be constructed in accordance with the Town adopted codes and regulations.

H. PROHIBITED SIGNS: This section intends to list specifically some prohibited signs. This list is not meant to be inclusive. Rather, it should be representative of the kinds of signs, which are prohibited in the community. The following are examples of prohibited signs:

1. Animated or moving signs, or signs which are made to appear to move;
2. Any internally lit signs, reflecting signs or "neon" signs which emit light or utilize any flashing light;
3. Any off premises sign advertising or identifying a non-agricultural business;
4. Any off-premises directional signs bearing advertising or which are not a part of an approved Sign Master Plan;
5. Mobile or portable signs except as may be permitted in Section XIV.Q.2 of this ordinance;
6. Roof signs;
7. Free standing signs exceeding 16 feet in height as measured from the average ground or road elevation, whichever is greater, to the top of the sign or its supporting structure;
8. Signs which impair or cause confusion of vehicular or pedestrian traffic in their design, color, placement or display characteristics. No sign shall impair visibility for the motorist at a street corner or intersection by placement and location within 25 feet of the intersection of the street or highway lines;
9. Banners, pennants, ribbons, streamers, spinners or similar moving fluttering or revolving devices except OPEN FLAGS as described in EXEMPTIONS section;
10. An advertising message extended over more than one sign placed along a street or highway unless as an

integral part of a Sign Master Plan;

11. Signs attached to fences, trees, utility poles, rocks or other parts of a natural landscape, or in a position that will obstruct or impair traffic or in any manner create a hazard or disturbance to the health, safety and welfare of the general public;
12. Two permitted or exempt signs combined to create a larger sign;
13. Representational signs;
14. Outdoor displays or display structures, except that display stands on a farm premises shall be permitted, subject to other provisions of the Zoning Ordinance;
15. Temporary signs except as may be permitted as an EVENT-SPECIFIC sign;
16. Umbrella signs except as may be permitted by the discretion of the Administrative Board;
17. Any other sign not expressly permitted by this Sign Ordinance.

- I. **EVENT-SPECIFIC SIGNS:** This section provides for any sign, which is not intended for permanent display with the exception of some real estate signs as described in the REAL ESTATE SIGNS section and seasonal agricultural signs. This section is intended to allow for event-oriented signs including but not limited to signs which display information about political candidates, festivals, dances, business openings, sales, meetings, fund-raisers, parades and events which have a definite short term conclusion. It is the intent of this section that a single physical sign, with the exception of copy-change signs, or different signs displayed consecutively shall be considered as one sign and the days that these signs are displayed shall be cumulative. Such signs shall not be displayed for more than 35 days in any 12 month period (this is not intended to mean a calendar year).

Any sign which is displayed for more than 35 days in any consecutive 12 month period is considered a permanent sign and shall not be considered under this section of the Ordinance. It will be the discretion of the Administrative Board to require a permanent sign such as a copy-change sign, window sign, etc. as an alternative to a proposed event-specific sign.

1. Event-specific signs must have permission of the property owner.
2. Event-specific signs must receive a permit from the Building Inspector, be approved by the Administrative Board and display the permit number on the sign.
3. Event-specific signs may be displayed no more than 30 days in advance of an event (including the date of the event) and must be removed no more than 5 days after the event.
4. Event-specific signs may not be attached to utility poles nor positioned where they will obstruct or impair traffic or in any manner create a hazard or disturbance to the health, safety and welfare of the public.
5. Event-specific signs shall not exceed 32 square feet of sign surface area.
6. Political posters shall not exceed 6 square feet of sign surface area.
7. Multi-business locations with Master Signs will not be allowed more than three event-specific signs at one time.
8. The Administering Board has the discretion to vary the terms and conditions identified in this EVENT-SPECIFIC SIGNS section.

- J. **ILLUMINATION STANDARDS:** This section is intended to allow for the illumination of signs for public visibility during non-daylight hours. Any device and/or electrical component shall illuminate the sign only and shall not cast light, glare or reflected light on adjacent buildings or roadways or create a nuisance to abutters. Nor shall such illumination cause distraction to drivers of passing vehicles. Illumination shall be of low intensity and shall be directed so that the sign is adequately lit with a subdued light falling only on the subject sign. The minimum amount of lighting required to allow this sign to be visible shall be used and be appropriate to the character of the sign and surroundings.

1. A sign shall be illuminated only by a steady or continuous white light.
2. A sign must not flash either from interior or exterior light sources.

3. A sign shall not contain any "neon" lighting.
4. Holiday displays are the only instance when illuminated bulbs or strings of lights are allowed, except for those lights directed at and intended to illuminate a sign. Holiday displays may only remain lighted during the specific Holiday period.
5. Signs shall be illuminated so that no hazard is created to pedestrian or vehicular traffic due to intensity or direction of illumination.

K. CONSTRUCTION AND SAFETY STANDARDS: This section provides for signs and sign structures that will be structurally sound and built to withstand New England weather. This section also intends to provide for the safety of the general public with respect to any erected sign.

1. All signs and sign structures are to be constructed of good quality material and should be structurally safe in design and installation.
2. Signs shall not be permitted to be poorly located, improperly maintained, abandoned, or allowed to deteriorate, so as to pose a threat to public safety or to degrade the aesthetic appearance of the Town.
3. Signs shall not impede the visibility of traffic or create other dangerous conditions with respect to vehicular drivers and/or pedestrians.
4. Permanent signs should be built to last ten years or more.
5. All signs should be kept in proper repair and should not be allowed to deteriorate structurally or fade beyond recognition.
6. All signs, sign finishes, supports and electric work shall be kept clean, neatly painted and free from all hazards, such as, but not limited to, faulty wiring and loose supports, braces, guys and anchors.
7. All signs should be constructed to withstand 80 mile per hour winds and shall be maintained to continue to meet this safety standard.
8. All signs, with the exception of OPEN FLAGS, shall be securely anchored.
9. The Historic District Commission, when acting on a sign permit application for property within the Historic District, may determine specific requirements as outlined in its policies.

L. EXEMPTIONS: The following types of signs may be erected and maintained without permits or fees, provided that such signs otherwise comply with the general requirements of this Sign Ordinance, and adhere to general construction and safety standards and other conditions specifically imposed by all other regulations. Signs otherwise exempt, may nonetheless require review by the Historic District Commission, as noted below. Any sign required by state or federal regulations may supersede the requirements of this Ordinance.

1. Signs erected or posted and/or maintained for public safety and welfare or pursuant to governmental function, law, regulation or ordinance.
2. Directional signs solely indicating entrance and exit placed at driveway locations. These should contain no advertising and shall not exceed 3 square feet of sign surface area nor extend higher than 4 feet above the average ground level. Subject to Historic District Commission approval within the Historic District.
3. Signs relating to trespassing, and/or hunting, hiking, walking. These signs shall not exceed 2 square feet of sign surface area unless part of a Conservation Area Sign Master Plan. Subject to Historic District Commission approval within the Historic District.
4. Historic plaques which depict a historic site, stone, monument, marker or other item/place of historic significance. These such markers shall not exceed 2 square feet in sign surface area. This paragraph shall not be deemed to regulate any plaque which is mounted on and is a part of the historic monument, but merely the plaque which advertises such an item or place. For example, a list of names mounted on a monumental stone or other edifice shall not be regulated under this Ordinance, subject to Historic District Commission approval within the Historic District.
5. Open Flags: These are flags of approximately 3 feet by 5 feet in size, usually red, white and blue in color and solely contain the word "OPEN". Properties are limited to one Open Flag unless the property is located on a

corner and has 2 sides on a public way in which case that property may use 2 Open Flags.

6. Flags and insignia of any government except when displayed in connection with commercial promotion.
7. Number and name plates identifying residents, mounted on a house, an apartment, or a mailbox, not exceeding 2 square feet in sign surface area.
8. Lawn signs identifying residents with no more than 2 faces and not exceeding 2 square feet of sign surface area per face. Such signs are to be non-illuminated except by a light which is an integral part of a lamp post if used as a support with no advertising message thereon.
9. Yard Sale/Private owner merchandise sale signs for garage sales and auctions, not exceeding 2 square feet of sign surface area for a period not exceeding 7 days.
10. Temporary non-illuminated "FOR SALE", "FOR RENT", real estate signs and signs of similar nature, concerning the premises upon which the sign is located. All such signs shall not exceed 5 square feet of sign surface area and must be removed within 3 days after the sale, lease or rental of the premises. Refer to REAL ESTATE SIGNS section.
11. Non-illuminated window signs and posters not exceeding 25% of the window surface on which the sign(s) is displayed.
12. Holiday decorations and lighting may be displayed without a permit.
13. Integral graphics or attached price signs on fuel pumps at automobile service stations.
14. Decals used to reference authorized services (e.g. credit or bank cards) when not exceeding 144 square inches in total display area per business.

M. RESIDENTIAL AND SUBDIVISION SIGNS: This section addresses those signs, which pertain to residences and subdivisions.

1. Residential signs (signs which names a residence or farm, such as 'LAZY ACRES') and permitted home occupation signs can contain no more than 4 square feet of sign surface area.
2. Subdivision signs (which state the name of the subdivision) shall contain the name of the subdivision only and shall not exceed 16 square feet of sign surface area. Subdivision signs shall not advertise lots and/or homes for sale nor agents to contact for such sales. Examples of such signs are: "CRESTWOOD", "FIELDSTONE", "RICHLAND ESTATES", "SUNSET HEIGHTS"

N. AGRICULTURAL SIGNS: This section addresses those signs, which apply to agricultural enterprises and is intended to give more latitude to agricultural businesses in keeping with the goals of Hollis Town Master Plan to preserve the rural/agricultural character and assets of Hollis. It is also the intention of this section to encourage the adoption of a Sign Master Plan by agricultural enterprises.

1. Seasonal and off-premises agricultural signs (signs advertising a particular product during its harvest season) shall not exceed 20 square feet of sign surface area. Such signs shall require an initial permit which shall automatically renew during subsequent seasons except that a new and/or different sign and/or location shall require a new permit.
2. Permanent agricultural signs shall not exceed 20 square feet of sign surface area.
3. Agricultural enterprises may adopt a Sign Master Plan which would allow for off-premises directional signs and would increase the maximum amount of sign surface area available for marketing purposes at its primary location. Refer to the SIGN MASTER PLAN section.

O. REAL ESTATE SIGNS: This section provides for those signs normally used by real estate agents in the advertising of lots or homes for sale. Such signs are considered "Sales Signs" and are not those signs which are erected to inform the public that a subdivision is being constructed and that one or more real estate agents represent the sale of lots or buildings within the subdivision. This latter type of sign is considered a "Real Estate Subdivision Sign", is an advertisement and should not be construed to be a SUBDIVISION SIGN as described in the RESIDENTIAL AND SUBDIVISION SIGNS section.

This section allows a new subdivision to erect a larger sign than is normally permitted at its entrance, for the

purpose of marketing of lots and buildings. It is not intended to allow for the marketing of older or pre-sold homes or lots. Real Estate Subdivision Signs shall not be erected to advertise one or more lots or buildings on a particular street after the newly built subdivision has been marketed. This type of marketing calls for "Sales Signs."

1. Sales Signs do not require a permit or approval by the Historic District Commission.
 2. Sales Signs may not exceed 5 square feet of sign surface area.
 3. Sales Signs shall not exceed one per lot except that corner or double frontage lots may have one on each front.
 4. Sales signs shall not be used as off-premises advertising.
 5. Sales Signs must be removed within 3 days after a sales transaction is complete.
 6. Off-premises directional signs are allowed for the purpose of directing the public to an "OPEN HOUSE" and do not require a permit. Such signs may not exceed 4 square feet of sign surface area. Messages shall be limited to name or identification, arrow or direction, and distance. Off-premises directional signs may be erected no earlier than three (3) days prior to the "OPEN HOUSE" has begun and must be removed no later than one (1) day after the "OPEN HOUSE" has ended.
 7. Real Estate Subdivision Signs require a permit.
 8. Real Estate Subdivision Signs located within the Historic District shall not exceed 20 square feet of sign surface area and will be single-faced.
 9. Real Estate Subdivision Signs located within an Industrial Zone shall not exceed 32 square feet of sign surface area and may be double-faced.
 10. Real Estate Signs located in areas not mentioned above shall not exceed 32 square feet of sign surface area and will be single-faced.
 11. Real Estate Subdivision Signs shall be removed when the active marketing of unsold lots or homes has ceased.
- P. **HISTORIC DISTRICT SIGNS:** The intent of this section is to ensure the appropriateness of the placement, design, size, color and execution of signs within the Historic District so that they are visually compatible with structures and environment in the area.
1. Any proposed sign, sign structure or existing sign to be changed in either size, color, or lettering, and other similar attributes is subject to approval by the Historic District Commission. The following are required for application to the Historic District Commission:
 - a. A detailed, to scale drawing showing the type of lettering, all dimensions and colors;
 - b. A description of materials to be used and methods of illumination, if any; and
 - c. A plan showing the sign's location on the building or property.
 2. Signs should not contain more than 3 colors, except in instances of an illustration. Dark backgrounds with light colored lettering are encouraged. Signs with white background and traditionally colored lettering are allowed. Fluorescent or glowing colors are prohibited.
 3. Signs shall not obscure important architectural details or features such as windows, transom panels, sills, moldings or cornices.
 4. Signs on adjacent storefronts, within the same building, shall be coordinated in design, height, and proportion.
 5. A storefront should not have more than 2 signs, one primary and one secondary.
 6. Colors should harmonize with the facade color of the building.
 7. The size of the signs should be restricted to ensure that signs do not overpower the facades to which they are affixed. Not more than 1.5 square feet of total signage area will be permitted per lineal foot of the storefront, not to exceed 32 square feet. The width of the primary sign shall be 2/3 of the width of the building street frontage or less.
 8. Awnings can serve as signs with contrasting letters painted or sewn onto the valance. Usually, 6 to 8 inch letters are sufficient.

Q. BUSINESS AND INDUSTRIAL SIGNS: This section provides for those signs used by business entities in the Agricultural & Business Zone, Commercial Zone, and the Industrial Zone. This section is meant to address anything which advertises, names, calls attention to or informs the general public of any product sold or service performed on the premises.

1. GENERAL REQUIREMENTS

- a. A single business, single building, may have one sign per entrance not to exceed 32 square feet of sign surface area.
- b. A single business, single building, which is located on a corner lot may have 2 signs facing each public view. The total maximum sign surface area is not to exceed 32 square feet.
- c. A group of 2 or more businesses and/or industrial buildings may have one sign per entrance from a public road. Each sign is limited to a maximum of 32 square feet of sign surface area and must be free standing. Individual occupants within a building or collection of buildings may have, in addition, 1 sign with up to 6 square feet of sign surface area per occupant on the exterior of the building. In addition to the above, each individual occupant may have 1 sign with up to 2 square feet of sign surface area at its rear entrance.
- d. A group of 2 or more industrial buildings located in an Industrial Zone may have one sign per entrance from a public road. Each sign is limited to a maximum of 50 square feet of sign surface area and must be free-standing. Individual occupants within a building or collection of buildings may have, in addition, one sign with up to 6 square feet of sign surface area per occupant on the exterior of the building. In addition to the above, each individual occupant may have one sign with up to 2 square feet of sign surface area at its rear entrance.
- e. The total cumulative area of all signs permitted on any lot shall not exceed 2 square feet of sign surface area per lineal foot of building street frontage and in no case shall exceed 80 square feet, whichever is less, except as allowed in Sign Master Plans.

2. MOBILE AND PORTABLE SIGNS

- a. One self-supporting freestanding ("A-frame style") sign, which meets the construction standards of the ordinance, will be permitted at individual places of business. The maximum sign size is 25" x 36", with the top to be no more than 46" from the ground. Signs must be taken in at the close of business each day.
- b. An application for these signs must be submitted annually and approved by the Building Inspector using the same procedure as for event specific signs. A sticker will be issued upon registration and approval.

3. PROJECTING SIGNS

- a. May not exceed 6 square feet of sign surface area.
- b. May have a structure that is attached to the building wall or structure and extends horizontally more than 6 inches from the plane of such wall or structure and can be no closer than 2 feet from the public right of way.
- c. Must be placed at a perpendicular angle or at an angle no less than 45 degrees from the wall or structure.
- d. Shall conform to Town-adopted ground clearance codes.
- e. Which overhang a public way, private street/road or sidewalk or path where pedestrians travel shall be covered by a public liability insurance policy which indemnifies the Town of Hollis. A certificate of insurance shall be forwarded to the Town which shall also be notified by insurance company should the coverage be discontinued for any reason.
- f. Must not interfere with fire and rescue operations.

4. AWNINGS

- a. Graphics may be painted, affixed or flat on the surface of the front or sides.
- b. Graphics shall indicate only the name and/or address of the enterprise or premises.
- c. Shall conform to Town-adopted ground clearance codes.

5. COPY-CHANGE SIGNS

- a. Are allowed to display daily specials
 - b. Must be part of the permanent signage and adhere to general construction standards and be professionally manufactured. Lettering is limited to 4 inches in height and should be made from rigid polycarbonate materials.
- 6. CONTRACTOR'S SIGNS** shall not exceed 4 square feet of sign surface area and may be displayed while the contractor is actually working on the property and shall not be displayed more than one week prior to such work commencing and no later than one week after the work is complete.

R. VENDING MACHINES: It is the intent of this section to control where and when exterior vending machines are allowed. This section means to provide a special process for dealing with vending machines on an individual basis.

1. Exterior vending machines are permitted by special exception in any zoning district where they are compatible with the surroundings.
2. Any applicant who applies for a special exception to install a vending machine shall also specifically address in the application the method of lighting desired, if any. Approval of a vending machine does not automatically grant approval of lighting.
3. The Zoning Board of Adjustment shall hear and act on a vending machine request in the same manner as it acts on other special exception applications except that, in cases where a special exception is requested for a vending machine for a location within the Historic District, the Zoning Board of Adjustment may consider, but not necessarily be bound by, recommendations of the Historic District Commission.

S. SIGN MASTER PLANS: This section details additional signage allowed for those clusters of businesses and/or buildings, agricultural enterprises, and land conservation areas where adherence to the standard provisions of this Ordinance could result in a clutter of signs and detract from the aesthetic appearance of the environment. The intent of this section is to promote a uniform and aesthetic message presentation that is designed to provide information to the general public through its design and coordination of elements.

1. Unless specifically provided for in this section or at the discretion of the Administrative Board, the general provisions of the other sections of this Sign Ordinance shall govern.
2. Sign Master Plans are encouraged in the following situations:
 - a. Where groups of 3 or more contiguous commercial and/or industrial units/lots are to be located together in a development.
 - b. Where one or two businesses total not less than 20,000 square feet of gross leaseable area.
 - c. Where 3 or more individual businesses on contiguous lots so elect.
 - d. For all agricultural enterprises.
 - e. For land conservation areas.
3. The development (described in b. above) may adopt a Sign Master Plan to govern advertising and shall present such plan to the Administrative Board for approval.
4. A Sign Master Plan approved by the Administrative Board shall detail the placement, design, color coordination, visibility, informational messages and compatibility with the general design of the cluster of businesses or development.

5. GENERAL REQUIREMENTS

- a. Total signage area for the entire development or cluster shall be calculated at the rate of 2 square feet of sign surface area per foot of lineal building front if applicable.
- b. Each Sign Master Plan may provide for one common, free standing, sign denoting the name of the facility, not exceeding 80 square feet in sign surface area and with a bottom panel not less than 6 feet above the average ground or road elevation, whichever is greater, and a maximum height of 16 feet as measured from the same point.

- c. All secondary signs in the Sign Master Plan shall be attached to buildings, or walls and shall be coordinated in material, shape, lettering, color and/or decorative elements.
- d. Informational and directional signs, with the exception of uniform traffic control devices, shall be consistent with the general sign design of the development or cluster and are exempt from the total sign area calculation provided they do not contain advertising.

T. GRANDFATHERED SIGNS: It is the intention of this Ordinance to encourage GRANDFATHERED signs to come into conformity with the provisions of this Ordinance. The Administrative Board shall use its discretionary powers to grant incentives to any person who presents a plan to reconstruct their GRANDFATHERED sign to meet or better approximate the provisions of this Ordinance. Ultimately, any GRANDFATHERED sign which is to be structurally altered, relocated or replaced so as to be more compliant with other provisions of this Ordinance shall be allowed at the discretion of the Administrative Board.

- 1. GRANDFATHERED signs are allowed to remain even though these signs may not meet the terms of this Ordinance. These signs may be maintained and continue to exist as long as they present the same message and image to the public eye.
- 2. A GRANDFATHERED sign shall not be enlarged or replaced by another more non-conforming sign.

SECTION XV: HOLLIS RURAL CHARACTER PRESERVATION ORDINANCE (Adopted March 2004)

- A. **AUTHORITY:** This ordinance is promulgated by the Town of Hollis Town Meeting as an amendment to the existing zoning ordinance, pursuant to the authority provided to said Town by RSA 674:15.
- B. **APPLICABILITY:** This ordinance applies to the entire area of the Town of Hollis and to every zoning district therein as an overlay district. The provisions of this ordinance do not alter the list of permissible uses or the dimensional requirements of any district in any way, but address the manner in which development occurs and its placement on the landscape. All subdivision plans and site plans for commercial or industrial uses are required to comply with the provisions of this section. The Planning Board is empowered to modify or waive the requirements of this section as described in Section V below. The Planning Board is also empowered to adopt regulations to implement the intent of purposes of this ordinance.
- C. **OBJECTIVE:** To preserve and maintain Hollis' scenic vistas and rural character, particularly as seen from public ways, and maintain woodlands and open spaces through the use of visually unobtrusive and environmentally sound development, while permitting the landowner to exercise his/her property rights in a manner that does not affect the density of development.

Means: This ordinance shall provide a mechanism for the Planning Board to reasonably regulate the design, placement and buffering or screening of buildings, other structures, roads and driveways in the process of subdivision and site plan application review, in such a way as to best preserve the rural and scenic qualities of Hollis' landscape, in order to:

1. Eliminate the siting of new construction on or near the crest of prominent hilltops and ridges, particularly as seen from public ways.
2. Fit development into the landscape to minimize significant landscape alterations.
3. Buffer or screen development with vegetation where a natural wooded buffer or screen is sparse or non-existent.

D. DEFINITIONS

1. **ANLA STANDARDS:** Refers to the American Nursery and Landscape Association's publication, "American Standards for Nursery Stock", as amended.
2. **BUFFERING:** The use of vegetation or other visual barriers to soften or reduce the visual impact of buildings, manmade features and/or clearings associated with development.
3. **SCREENING:** The use of vegetation or other visual barriers to block the view of buildings and manmade features associated with development.
4. **CLEAR-CUTTING:** For purposes of this ordinance, clear-cutting is defined as the cutting of at least 50% of the total forest cover on a lot.
5. **FOREST COVER:** The total canopy expanse of a contiguous group of trees.
6. **NATIVE SPECIES/NATIVE VEGETATION:** Those species whose presence in the area extends to pre-Colonial times.
7. **RETAINING STRUCTURES:** A wall or other structure designed by a qualified professional engineer and placed at the toe (bottom) of a slope.
8. **RIDGELINE:** The long, relatively narrow crest or horizontal line of hills, usually at the highest elevation.

E. WAIVERS

The Planning Board is expressly empowered to modify or waive any requirement of this Rural Character Preservation Ordinance when requested in writing, if the applicant demonstrates and the Planning Board finds, after a hearing, that:

1. The requirements of this ordinance will prevent the applicant from being able to develop the subject property to a density otherwise acceptable to the Hollis Planning Board and permitted in the Hollis Zoning Ordinance; and,

2. The requested waiver is the minimum deviation necessary to permit the applicant the maximum permissible density acceptable to the Hollis Planning Board, and that the remainder of the submission, to the extent possible, conforms with the purposes and intent of this ordinance.

F. DESIGN STANDARDS

It is the intent of this ordinance to complement the Hollis zoning ordinance and subdivision and site plan regulations. This ordinance protects the scenic landscape of Hollis through standards governing the placement and buffering or screening of structures and other man-made features on the landscape.

1. Standards for vegetative buffering and screening of building sites and cleared areas

Screening should be placed in the open space areas of developments as much as possible. Open space in subdivisions should be configured so as to maximize the buffering and/or screening of building sites and disturbed areas. The Planning Board may determine whether buffering and/or screening is appropriate in each situation. The following design standards should be used where appropriate.

- a. Minimize the removal of existing vegetation that serves to buffer or screen proposed buildings and other manmade features. Trees may only be removed for the construction of streets, driveways, structures, well and septic systems and lawn or meadow areas or as part of a timberstand improvement program.
 - b. Do not use stone riprap as a substitute for plantings in areas disturbed by earthmoving operations. Such areas are to be revegetated by appropriate means for screening, buffering and/or erosion control, and using appropriate plants. (See also 4, Road and Driveway Design and Placement Standards, paragraph f.)
 - c. Use plantings to screen or buffer buildings in open or visibly prominent areas. If existing vegetation provides insufficient buffering or screening, use plantings that are compatible with existing vegetation, and/or are composed of native species. Plant trees in random clusters, not in rows, to simulate the appearance of natural tree stands.
 - d. Do not use plants considered to be exotic invasives by the New Hampshire Department of Agriculture, and/or included on the State of New Hampshire's list of Prohibited Plants, or Prohibited Plants with restrictions.
 - e. Follow the most current ANLA minimum size standards for plants used as vegetative buffering or screening as follows:
 - Deciduous shade trees: not less than 2 inch caliper and 8 feet tall
 - Deciduous ornamental trees: not less than 1.5 inch caliper and 6 feet tall
 - Deciduous shrubs: not less than 3 to 4 feet tall
 - Coniferous evergreen trees: not less than 5 feet tall
 - Coniferous and broadleaved evergreen shrubs: not less than 24 to 30 inches tall, or wide, if of a spreading nature.
 - f. Plant vegetative buffering or screening of such a size and density to provide a reasonable expectation of buffering or screening development within five years.
 - g. Include a canopy layer and an understory layer in vegetative buffering or screening, unless the specific situation warrants otherwise.
 - h. Submit a management plan describing maintenance procedures for all plantings with the subdivision or site plan application. The management plan should address such issues as the schedule of planting, watering, fertilizing, pest control, trimming/tree maintenance and similar matters.
 - i. Any property that has been clear-cut within the preceding ten (10) year period, and/or will be as a result of any proposed development, shall be required to conduct revegetation or other mitigation as deemed necessary by the Planning Board in order to comply with the intent and purposes of this ordinance.
- 2. Standards pertaining to construction on slopes, hillsides and/or ridgeline situations.**
- a. Place building sites (structures plus the lawn area cleared of trees) and aboveground utilities downgrade of the ridge line whenever possible, and locate them so they do not interfere with the identified characteristic

- or view or vista identified in the course of Planning Board review. The recommended minimum setback from a ridgeline is 50 feet: however, the Planning Board can modify this requirement when doing so does not detract from the purpose of this ordinance, and mitigation measures, such as plantings or topographical features, effectively screen the building site from public view.
- b. Maintain the natural appearance of the crest of a hill or ridgeline with tree planting and other landscaping measures so the post-development profile of the ridgeline or crest matches, or very closely approximates, its pre-development profile.
 - c. Conduct grading or earth moving operations so the final, post-development contours appear to be consistent with the pre-development terrain, both on and adjacent to building sites.
 - d. Employ "contour grading" techniques where feasible. "Contour grading" means creating artificial slopes with curves of varying slope ratios in the horizontal plan designed to match the appearance of the surrounding natural terrain. Use the following techniques to accomplish this:
 - (i) Incorporate varied cut and fill banks and drainage terraces to alleviate monotony and allow for natural appearing landscaping.
 - (ii) Incorporate berms at the top of slopes and other locations to screen and direct drainage away from steep slopes.
 - (iii) Use retaining structures, compatible with the natural surroundings, when they will significantly reduce grading and land disturbance.
 - e. Avoid long linear slopes, except in cases where the natural slopes, except in cases where the natural slope configuration displays this form. When appropriate, cut and fill slopes shall have curved configurations that reflect the surrounding topographical context. Round the toe (bottom) and top of slopes to avoid forms at the convergence of manufactured and natural slopes.
3. Standards for development in open fields and other situations with sparse existing vegetation
- a. Locate buildings in the least visually intrusive manner possible. Locate buildings on the edge of open fields, or just within the edge of bordering woodlands, or create new treelines, buffers or screening measures.
 - b. Locate new roads and driveways in the least visually intrusive manner possible. Follow existing contours instead of cutting across the field at the shortest distance between the building and the roadway.
 - c. When development is proposed on land in active agricultural use, it is preferable to keep some land in agricultural production through means such as limited development, agricultural restrictions, easements and other planning tools.
 - d. Cluster building lots and structures (whether or not the application is also a HOSPD subdivision) to preserve open areas and vistas into and out of the site.
 - e. Use landscaping and plantings to buffer and/or screen buildings in open or visibly prominent areas. Use landscaping and plantings that are compatible with existing vegetation. Any plant used as vegetative buffering or screening must not be considered to be an exotic invasive, by the New Hampshire Department of Agriculture and/or included on the State of New Hampshire's list of Prohibited Plants, or Prohibited Plants with Restrictions.
 - f. Plant trees in random clusters, not in rows, to simulate the appearance of natural tree stands.
 - g. Retain existing stone walls and stone foundations and incorporate them into the overall landscaping design.
 - h. Create or recreate meadows in disturbed open areas by mechanical seeding and/or landscaping. Use plants that are appropriate to the conditions of the site, with an emphasis on the use of native species. Do not use the seeds or roots of plants that are considered to be exotic/invasives by the New Hampshire Department of Agriculture, and/or included on the State of New Hampshire's list of Prohibited Plants, or Prohibited Plants with Restrictions.
4. Road and Driveway Placement Design Standards
- a. Align roadways and driveways to conform to the natural contours of the land.

- b. Avoid long stretches of straight road by using gentle horizontal and vertical curves,
- c. Do not place roadways parallel to one another to avoid creating a "shelving" effect on hillsides.
- d. Use cul-de-sacs, loop streets, and common driveways to reduce the amount of impermeable surfaces, without sacrificing legitimate safety and road maintenance concerns.
- e. Reduce roadway width when such design minimizes the amount of necessary earthwork and does not compromise safety concerns.
- f. Stabilize and restore cuts and fills on slopes by using plantings and other measures approved by Town staff.

5. Utilities

- a. Construct and route utilities underground except in those situations where natural features prevent their underground siting or where or where safety considerations necessitate aboveground construction or routing.
- b. Construct and route aboveground utilities to minimize detrimental effects on the scenic qualities of the site and surrounding area.

6. Erosion Control

- a. Restrict the post development runoff rate and volume to match the pre-development rate or volume for each offsite flow area based upon a ten-year rainfall event. The first 1/2 inch of runoff from all impervious areas is to be retained on site. Treated runoff should infiltrate into the ground in an amount approximately equaling pre-development runoff conditions. Roof runoff is considered "treated" for the purposes of infiltration. If, after a recommendation by the Town Engineer, the Planning Board makes the determination that strict adherence to the above rate and volume regulations may cause more environmental harm than good, then offsite rates and/or volumes may be increased above pre-development conditions by as much as 25%. However, drainage in wetland conservation overlay (WCO) zones must adhere to the standards provided in Section XI.C.4 of the Hollis Zoning Ordinance, which requires that there be no net increase in peak flow or overall volume of stormwater runoff in the WCO zone as a result of any development. At no time shall offsite flow increases be allowed onto an objecting abutter's property.
- b. Use appropriate sediment and erosion control measures to minimize the impacts during and after construction. Any such measures using man-made materials such as woven synthetic textiles must be removed from the site after the soils are stabilized and vegetation is established.

SECTION XVI. ADULT SEXUALLY ORIENTED BUSINESSES ORDINANCE. (Adopted March 2006).

A. PURPOSE: The purpose of this ordinance is to establish reasonable and uniform regulations to prevent the concentration of adult sexually oriented businesses within the Town of Hollis, NH; to promote the health, safety and general welfare of its citizens; and, to prevent problems of blight and deterioration which accompany and are brought about by the concentration of adult sexually oriented businesses. The provisions of this ordinance have neither the purpose nor the effect of imposing limitations or restrictions on the content of any communicative materials, including sexually oriented materials. It is neither the intent nor the effect of this article to restrict or deny access by adults to sexually oriented materials protected by the First Amendment, or to deny access by the distributors and exhibitors of sexually oriented entertainment to their intended market. Neither is it the intent nor effect of this article to condone or legitimize the distribution of obscene material.

B. DEFINITIONS:

1. ADULT SEXUALLY ORIENTED BUSINESS: A business where one of its purposes is for the display and sale of sexually explicit goods and services including, but not limited to, sexually explicit books, videos, movies, computer software, or other visual or audio representations, including ones which meet the definition of "harmful to minors" and/or "sexual conduct" as set forth in RSA 671-B:1; or instruments, devices, or paraphernalia which are designed or used in connection with "sexual conduct" as set forth in RSA 571-B:1, other than birth control devices. Examples of adult sexually oriented business uses include, but are not limited to, places where a regular and substantial course of business operation involves the sale and display of sexually explicit goods and services such as: adult motels and theaters where sexually explicit films or videos are shown; places with mini-motion picture or coin operated displays; motels and theaters where sexually explicit films or videos are shown; adult cabaret; nude modeling studios; adult bookstores; escort agencies; or sexual encounter centers.

C. GENERAL REQUIREMENTS

1. Adult sexually business shall be permitted only within the Industrial and/or Commercial Zones. With the exception of distances between two separate adult businesses, distance shall be measured in a straight line, without regard to intervening structures, from the closest property line or boundary of any adjacent district, place or use to the closest exterior wall or temporary or permanent physical divider for the structure housing the adult sexually oriented business.
2. No adult sexually oriented business shall be permitted within seven hundred fifty (750) feet of any public sports/recreation park, church, place of worship, parish house, convent, public, parochial, or private school, drug free zone, kindergarten, licensed day care or nursery school, or State approved day care center.
3. No adult sexually oriented business shall be permitted within five hundred (500) feet of town boundaries.
4. No adult sexually oriented business shall be permitted within seven hundred fifty (750) feet of another existing adult sexually oriented business or one for which a non-residential site plan has been submitted. Distance shall be measured in a straight line, without regard to intervening structures, from the closest exterior wall or temporary or permanent physical divider for a structure housing an adult sexually oriented business to the closest exterior wall or temporary or permanent physical divider for another structure housing an adult sexually oriented business.
5. No adult sexually oriented business shall be permitted within a property, building, premise, structure, or other facility that contains an existing adult sexually oriented business or within one for which a certificate of occupancy has been applied,.
6. No sexually explicit material or advertising shall be visible from outside the building.
7. No private viewing rooms or booth shall be constructed unless one side is always lighted and open to a public central area.
8. For those uses permitted in the district which sell sexually explicit goods and paraphernalia, such sexually explicit goods and paraphernalia must not be located within ready view to children and minors under the age of 18.
9. Hours of operation – 10 AM to 11 PM Monday to Saturday and 12 noon to 9 PM Sundays.

- 10.** No one under 18 years of age allowed on the premises or an adult sexually oriented business.
- 11.** The site shall be maintained daily in a condition that is free and clear of litter. All discarded sexual paraphernalia and/or packaging materials shall be placed in a locked dumpster.
- 12.** The use shall not create undue traffic, congestion or hazard, including vehicular and pedestrian movement.
- 13.** When reviewing site plan applications the planning board may impose reasonable restrictions for buffering, outdoor lighting, and landscaping and building aesthetics.
- 14.** Such a use will be subject to all other federal and state statutes and local permitting requirements.

SECTION XVII. HISTORIC DISTRICT ORDINANCE. (Adopted March 2008)

A. **PURPOSE:** By Ordinance, adopted in 1971 the Town of Hollis has established a Historic District. As set forth in RSA 674:45, the preservation of cultural resources, and particularly of Structures and places of historic, architectural and community value is hereby declared to be a public purpose. The heritage of the municipality will be safeguarded by:

1. Preserving districts in the municipality which reflect elements of its cultural, social, economic, political, community and architectural history;
2. Conserving property values in such districts;
3. Fostering civic beauty;
4. Strengthening the local economy; and
5. Promoting the use of historic districts for the education, pleasure and welfare of the citizens of the municipality.

B. **BOUNDARIES OF THE HISTORIC DISTRICT**

The Historic District is defined on the town zoning maps, which are on file in the Town Clerk's office of the Town of Hollis.

C. **DEFINITIONS**

1. **ACCESSORY BUILDING OR USE, CUSTOMARY:** Refer to Section VIII, Definitions, 2.
2. **ALTERATION:** any repair, reconstruction, restoration, replacement, rehabilitation, demolition, addition, or new construction proposed for the exterior of a building or its site. The work may involve changes in materials, dimensions, design, configuration, texture, color, or visual appearance.
3. **ARCHITECTURAL FEATURE:** the architectural style, design, detail or general arrangement of outer surfaces of a structure and or building that, if altered or removed, would affect its appearance and character. Examples of architectural features include, but are not limited to, building materials, windows, doors, cornices, roofs, porticos, storefronts, and signs.
4. **CERTIFICATE OF APPROVAL (COA):** written authorization from the Commission to the building owner or project applicant that allows the owner/applicant to conduct any of the regulated activities specified in this ordinance.
5. **COMMERCIAL USE:** any use that requires site plan review under the zoning ordinance and regulations of the planning board
6. **DEMOLITION:** the razing, destruction, removal, or relocation, entirely or in significant part and including its facade, of a building, structure or other resource.
7. **LANDSCAPING:** The use of existing vegetation and terrain, or new permanent plantings, grade separations and/or fences intended to screen a building, structure, or place.
8. **MAINTENANCE:** see Repair.
9. **PUBLIC ROAD:** Refer to Section VIII, Definitions, 42.
10. **RECONSTRUCTION:** the act of recreating a property that has been destroyed, through documentary research and the use of new materials
11. **REHABILITATION:** the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving the character-defining features that are significant to its architectural, historical and cultural values.
12. **RELOCATION:** the act of removing a building, structure or other feature from its existing foundation or location to another foundation or location, including on the same site. For purposes of this ordinance, applications for relocation shall be subject to the same standards as demolition.
13. **REPAIR:** any work, which will involve no change in materials, dimensions, or design.

14. **SIGNIFICANT TREE:** Any tree that contributes to the character of the district and that exceeds 15” in diameter at a height of 4’ above grade and is located forward of the main building on the property and/or provides a canopy to the street.

15. **STRUCTURE AND OR BUILDING:** Refer to Section VIII, Definitions, 49.

16. **TEMPORARY STRUCTURE:** Refer to Section VIII, Definitions, 51.

D. SCOPE OF REVIEW AND CERTIFICATE OF APPROVAL

Uses permitted within the District shall be those permitted in the underlying zoning district. Notwithstanding any inconsistent ordinance, local law, code, rule or regulation concerning the issuing of building permits, no change in any Architectural Feature or other activities (as defined below in Section E) that is visible from a Public Road shall be commenced without a Certificate of Approval from the Historic District Commission, herein called the Commission, nor shall any building permit for such change be granted without such a Certificate of Approval having first been issued. The Certificate of Approval required by this section shall be in addition to and not in lieu of, any building permit that may be required by any ordinance, local law, code, rule or regulation of the Town of Hollis.

E. ACTIVITIES REQUIRING REVIEW

The following activities, if visible from a Public Road, shall require a Certificate of Approval from the Commission, whether or not such activity requires the issuance of a building permit. Screening by Landscaping shall not exempt an activity from review.

1. Erection, construction, Alteration, Relocation, or Demolition of a Building, Accessory Structure and or Building;
2. Erection, construction, Alteration, Relocation or Demolition of any Architectural Feature of a Structure and or Building;
3. Construction, erection, Reconstruction, significant Repair or removal of any stonewall, fence, granite work, walkway, sidewalk, paving (new or expansion of existing), exterior lighting, street light, or permanent sign;
4. Removal of a Significant tree(s), except where removal of such tree(s) is necessary for safety reasons as determined by a professional arborist or other qualified professional or by authorization of the Board of Selectmen in accordance with RSA 213:145;
5. Any site work involving changes to the grade, topography, or Landscaping of new multifamily dwellings, new commercial construction, or change in use from residential to commercial will be reviewed for visual appropriateness. The Planning Board may consider, but not necessarily be bound by, recommendations of the Commission for site work;
6. Addition or Alteration of existing exterior siding (e.g. vinyl, aluminum, stucco, wood, glass, etc.), windows or doors of a Structure and or Building;
7. Painting in part or whole of a brick, stone, masonry, or concrete Structure and or Building; and
8. Erection of a Temporary Structure.

F. ACTIVITIES EXEMPT FROM REVIEW

The following activities shall not require a Certificate of Approval from the Commission.

1. Ordinary Maintenance and Repair of any Architectural Feature, which does not involve a change in the design, dimensions, materials or appearance of the feature or involve removal thereof;
2. Painting or repainting of a wood surface and/or an already painted brick, stone, masonry, or concrete Structure and or Building on the condition that the color is selected from the Commission’s palette of colors and is registered with the Commission;
3. Alteration or replacement of any existing roof covering or surface, provided that said Alteration or replacement is with the same material, patterns and colors of the existing roof covering or surface, and provided the roof plane remains the same;
4. Installation or replacement of storm doors and storm windows provided that the historic Architectural Features are not altered, obscured, removed or demolished;

5. Landscaping on properties in residential use, with the exception of the removal of a Significant tree as described under Section E.4 and any site work described under Section E.5;
6. Interior Alterations;
7. Activity that is not visible from a Public Road and where lack of visibility is not due to screening by Landscaping as determined by the Commission and the Code Enforcement Officer; and
8. Agricultural greenhouses, including high hoop tunnels.

G. INTERPRETATION

As set forth in RSA 674:48, nothing in this subdivision shall be construed to prevent ordinary Maintenance or Repair of any Structure or place within any historic district nor to prevent the construction, Alteration, Repair, moving or Demolition of any Structure under a permit issued by the building inspector or other duly delegated authority prior to the establishment of any historic district.

Chairman, Hollis Planning Board

Date

APPENDIX A: TABLE OF AMENDMENTS

- I:C Authority. **2006:** Add new section PLANNING BOARD authorizing preapplication review. *Justification for amendment:* Provide authority for site plan and subdivision regulations enabling planning board to require pre-application review.
- 1998:** entire ordinance amended to replace all references to “High Intensity Soil Surveys (HISS) and/or Order 1 Soil Surveys” with “Site Specific Soil Map(s).”
- V,A Penalties and Fines. **1996:** generally amended.
- VI. BOARD OF ADJUSTMENT. **2009:** Delete C referencing specific fee amount.
- VII,A Zoning Districts. **1996:** amended to eliminate need for Town Clerk to certify zoning map.
- VII,A Agricultural and Business Zone. **1996:** redefined boundaries of zone to follow lot lines; added to zone, extending it eastward to Wheeler Road and westward to vicinity of Rocky Pond Road; generally amended. **1998:** corrected typographical error by deleting Map 17, Lot 18 from section VII,A.1.
- Commercial Zone. **1996:** created new zone in vicinity of Pineola Drive.
- Flood Plain Zone. **1996:** moved to Section VII.B.
- Industrial Zone. **1996:** reduced depth of zone on south side of Proctor Hill Road from 4,000 feet to 2,000 feet.
- Mobile Home-1 Zone. **1996:** changed name from Trailer Park (Mobile Home) Zone.
- Mobile Home-2 Zone. **1996:** changed name from Mobile Home Zone; generally amended.
- Residential and Agricultural Zone. **1996:** generally amended.
- Rural Lands Zone. **1996:** generally amended.
- Town Center Zone. **1996:** changed name from Historical Center Zone; generally amended.
- Water Supply Conservation Zone. **1996:** redefined zone generally to match the boundary of the underlying stratified drift aquifer.
- VII,B Overlay Zoning Districts. **1996:** created new section.
- Aquifer Protection Overlay Zone. **1996:** added description of zone boundaries.
- Flood Plain Overlay Zone. **1996:** moved from Section VII.A; generally amended.
- Wetland Conservation Overlay Zone. **1996:** moved from Section VII.A; redefined to refer to Hillsborough County Soil Survey soil drainage classifications.
- VII,B.3 **1997:** Added 100-foot buffer; deleted reference to soil types; added reference to delineated wetland. **1999:** amend description of the Overlay Zoning District to be consistent with the Revised Wetland Conservation Overlay Zone Ordinance. **2000: Justification for amendment:** When the definition of wetlands changed to the three parameter approach in accordance with state and federal definitions, some hydric soils which used to be included by the Town in the Wetland Conservation Overlay District were no longer protected by the buffer. This ensures that all hydric soils are once again protected.
- VII,C Copies of Zoning Map. **1996:** requires Chairman of Planning Board to sign official copy of zoning map; changed to make text of zoning ordinance control in cases of conflict between text and map; formerly Section VII.B.
- VII,D Boundaries. **1996:** formerly Section VII.C; amended to include gender neutral language. **1998:** existing section renumbered VII,D.1 and titled “Location of Boundaries; added new section VII,D.2 “Lots Divided by a Zoning District Boundary.”
- VIII Definitions. **1996:** changed from letters to numeral sequence.
- Acceptable Land. **1996:** changed “SCS” to “NRCS”. **1997:** First sentence: inserted “the following.”

Third sentence: inserted “and delineated wetlands”; deleted reference to wetland soils; inserted “or are otherwise unsuitable for development because of wetland and hydric conditions.” **1999:** Amend definition to include the provision that Site Specific Soil Mapping Standards for New England and Vermont, Society of Soil Scientists of Northern New England Publication No.3, 1997, shall be used by a certified soil scientist to determine soils information.

Accessory Building or Use, Customary. **1996:** reorganized to clarify intent. **1999:** Clarify that the 250 sq. ft. building footprint rather than floor area determines the setback of a structure, and add that structures greater than 12 feet in height must also comply with setback requirements for principal buildings.

Applicable Acres. **1996:** changed “under” to “within”.

Backland Lots. **1996:** generally amended.

Building Area. **2008:** generally amended.

Buildable Lot. **1996:** added “soils” following “non-wetland”; deleted reference to standard and backland lots; changed reference to High Intensity or Order 1 Soil Survey from “site specific soil analysis”; generally amended. **1997:** First sentence: deleted “non wetland soils” and inserted “acceptable land and/or land with soil drainage class ‘somewhat poorly drained’” **1998:** replaced dimensional specifications with “Building Area.” **2000: Justification for amendment:** The minimum contiguous area provides enough land for house, driveway, septic, garage, and accessory structures without the need to disrupt sensitive lands and wetland buffers.

Building Area. **1998:** new definition. **1999:** amend definition to exclude land with slopes greater than 25% from the Building Area. **2000: Justification for amendment:** The intent of this amendment is to deter construction on excessively steep slopes to prevent erosion, loss of vegetation, and for viewshed protection. **2005:** Clarify that building does not have to be placed in the building area.

Building Right. **1996:** added “The certificate is not transferable, except under the terms of this ordinance” for clarification.

Cluster Housing. **1996:** changed “are” to “may be”.

Congregate Care Facility. **1997:** new section Dwelling, two family. **1996:** added “two”; added “This definition does not include accessory apartments.”

Density. **2000:** new definition added. **Justification for Amendment:** The intent is to state the meaning of density as applied in various sections of the ordinance.

Dwelling Unit. **2000:** Amended definition **Justification for Amendment:** The intent is to state the meaning of density as applied in various sections of the ordinance.

Elderly Housing. **1996:** added “specifically designed for elderly or disabled individuals and their families” following “development”; generally amended. **2000:** deleted and replaced with Housing for Older Persons

Exterior Storage. **1996:** generally amended.

Family. **1996:** deleted “related by blood, marriage, or adoption” following “persons”.

Floating Zone. **1996:** generally amended.

Flood Plain or Flood Prone Area. **1996:** deleted “Hollis” following “under the”.

Frontage. **1999:** Clarify that in order for land to be considered as having frontage, it must abut a Class V or better road, and the land must be capable of providing access, without seeking relief from any other part of the Hollis Zoning Ordinance. **2005:** Clarify that frontage be capable of providing the primary means of access to a lot without requiring waivers.

Front Yard. **1996:** deleted “residential lot” following “width of a”.

HOSPD. **1996:** added “floating zone development standard for” following “is a”; generally amended.

Housing For Older Persons. **2000:** new definition added. **Justification for amendment:** The purpose of

this definition change is to comply with State and Federal definitions of elderly housing.

Improved land. **2003:** New definition.

Leasable Area, Gross. **1996:** added “but not to include common areas accessible to more than one tenant and which are not directly related to the tenants’ business” following “interior space”.

Lot of Record. **1996:** added “under the terms of this ordinance and any other applicable ordinances and regulations of the Town and statutes and regulations of the State” following “officially accepted”.

Low-income Housing. **1996:** generally amended.

Moderate-income Housing. **1996:** generally amended.

Multi-family dwellings. **1996:** added “Three”.

Net Track Area. **2000:** new definition added. *Justification for amendment:* The intent is to spell out the specific land types to be subtracted from the tract before calculating density or open space. **2008:** generally amended.

Nonconforming Lot. **1996:** deleted “area of” following “minimum”.

Nonconforming Use or Structure. **1996:** changed “regulations” to “terms and standards”.

Non-wetland Soil. **1996:** generally amended. **1997:** deleted.

Open space. **2003:** New definition.

Public Road. **1996:** deleted reference to Town of Hollis Highway Map.

Restaurant, Fast Food. **1996:** new definition added.

Restaurant, General. **1996:** new definition added.

Retirement Community. **1997:** new section. **2000:** *Justification for amendment:* The purpose of this amendment is to include a concise description of the unique features of the retirement community.

Sign. **1996:** generally amended.

Site Specific Soil Map. **1998:** new section.

Structure and/or Building. **2006.** new definition added.

Temporary Structure. **2006.** new definition added.

Unaltered Slopes. **2000:** new definition added. *Justification for amendment:* The intent of this amendment is to provide a definition of slopes that have not been disturbed by man prior to December 1, 1999, to clarify from what date steep slopes may not be included in certain calculations in the ordinance. The purpose is to deter construction on excessively steep slopes to prevent erosion and vegetation loss, and to provide viewshed protection. **2008:** generally amended.

Unimproved land. **2003:** New definition.

Wetland Soils. **1996:** generally amended. **1997:** entirely replaced with federal/state wetland definition under new title “Wetland.” **1999:** Change the manner in which the Town defines wetlands to match state and federal definitions, particularly regarding the method for delineating wetlands.

- IX General Provisions. **1996:** moved IX,E Sign Ordinance to new Section XIV and renumbered accordingly.
- IX,A.2.a(ii) **1996:** added Wetland Conservation Overlay Zone; generally amended.
- IX,A.2.a(iii) **1996:** added Aquifer Protection Overlay Zone; generally amended.
- IX,A.2.a(iv) **1996:** generally amended.
- IX,A.2.b. **1996:** generally amended.
- IX,A.3 **1996:** generally amended.
- IX,A.5 **1997:** added (ii).

- IX,D **1996:** generally amended.
- IX,E Sewage Disposal Systems. **1996:** generally amended. **1997:** Title: added “and structural setbacks from wetlands”. **1999:** Delete Sewage Disposal Systems and rename Onsite Wastewater Treatment.
- IX,E.1 **1997:** Changed “75” to “one hundred (100) feet”; deleted “the edge of” and inserted “a wetland, from hydric soils, from” **1999:** Amend to prohibit any portion of a septic system, including associated grading, to encroach into the wetland buffer, and delete “from a wetland, from hydric soils, from a public body of water, from a well, or from a dwelling other than that to which it is appurtenant” and change to “from wetlands and surface waters or from wells.” **2000: Justification for amendment:** In order to ensure the quality of stormwater run-off, it makes sense to provide a reasonable distance of 75' from septic wastewater. **2005:** Clarify setback of 100' to leach fields and 75' setback for septic tanks from private wells. Revise requirement for in-place soil to 4 feet above ledge. Amend to allow septic inspector to grant waivers to expedite repair of failed septic systems.
- IX.E.2 **1999:** clarify language
- IX.E.3 **1999:** amend to correct enforcement agency.
- IX.E.4 **1997:** added second sentence.
- IX.E.5 **1997:** new section. **1999:** delete section **2005:** new section *Justification: This section gives the Town Septic Inspector authority to waive provisions of this section.*
- IX.E.6 **1997:** new section. **1999:** delete section
- IX,F Impermeable Surfaces and Building Coverage. **1996:** replaced entire section entitled “ Required Open Space”. **1999:** 1.a Decrease the area of impermeable coverage allowed in Industrial and Commercial Zones from 75% to 60%.
- IX.F.3 **1997:** inserted new section; renumbered succeeding sections. **1999:** Add Wetland Conservation Overlay Zone to areas not permitted more than 15% impermeable surface coverage.
- IX.F.5 **1999:** Amend to require that any change to a property requiring Planning Board review would include mitigation measures to maintain stormwater runoff at the same level as prior to development.
- IX,G Swimming Pools. **1996:** generally amended. **2004:** add item to allow for bonding of swimming pool fence. *Justification for amendment:* To add a provision for a bond as security for the proper construction of a fence around the area of the swimming pool as required by the Town's building code. **2005:** Distinguish bond amount for in-ground vs. above-ground pools.
- IX,H Off-Street Parking. **1996:** added “or existing use expanded” following “new use is established; generally amended. **2002:** Delete section IX.H. Off-Street Parking. *Justification for amendment:* The purpose of this amendment is to delete the parking standards from the zoning ordinance. Revised parking standards have been adopted as a Planning Board Regulation to allow for greater flexibility.
- IX,H.1.j. Medical Offices and/or Clinics. **1996:** generally amended.
- IX,H.1.k. Post Office or Public Building. **1996:** deleted “Semi-Public” after “Public”; generally amended.
- IX,H.2 Size of Parking Spaces. **1996:** changed “10’ x 20”” to “9’ x 18””; deleted “although up to one half of all spaces may be allocated for compact/mid-size cars with a space of 10’ x 18””.
- IX,H.3.f. Minimum Aisle Widths. **1996:** changed “most” to “more”; changed “prevail” to “apply”.
- IX,H Off Street Loading **2002:** Renamed due to deletion of former section IX, H Off Street Parking
- IX,I Off Street Loading. **1996:** generally amended. **2002:** Renamed Screening
- IX,I.3 Location. **1996:** added “that will serve as an effective barrier to sound and exhaust” following “fence, wall, or screen”.
- IX.J Hollis Open Space Planned Development. **2003:** Renumbered Section. Open Space Requirements. **2003:** Add new item (i). Add language to insure that open space in HOSPDs will be useable for park, recreation, conservation or agricultural purposes. **2008:** Amend section J. 2009: Add new section 6. Workforce

- Housing Units/Owner Occupied.
- IX,K (J).4.a. **1997:** added third sentence.
- IX,K.(J)4.b .HOSPD Exemptions. **1996:** deleted “Minor”; generally amended. **1997:** added “Any major subdivision not subject to HOSPD requirements shall meet the Point Criteria System. **1997:** deleted “each lot has less than 200 feet of frontage or is otherwise incapable of further subdivision”; replaced with “the deed for each lot...”
- IX,K (J).4.d Procedures. **1996:** deleted “Sections III. 1, SUBDIVISION PROCEDURE, and IV. 1, GENERAL REQUIREMENTS”.
- IX,K.(J)5 Density. **1996:** generally amended.
- IX,K.(J)5 a(i) **2000: Justification for amendment:** This would provide a density based on buildable land, and increase the protection of sensitive areas. Open space would become totally usable.
- IX,K (J).5.b(ii) **2000: Justification for amendment:** The purpose of this amendment is to keep minimum lot requirements for HOSPD backland lots consistent with contiguous area requirements for all lots.
- IX,K.(J)5.b(iv-v) **1997:** new sections.
- IX,K.(J)5.c(i) **1997:** changed to “For HOSPD lots developed along a pre-existing Town road: 200 feet minimum per lot.”
- IX.K.(J)5.d(i) **1999:** Increase open space area requirement from 30% to 40% for HOSPD lots with a density of one dwelling unit per 3 to 5 acres. **2000: Justification for amendment:** Open space would become more desirable because it would increase usable land and have the potential to serve a number of purposes, depending upon the location. Sensitive areas would be further protected. Subdivisions could be designed with a true conservation approach by carving out the sensitive land first, enabling the protection of systems, rather than creating isolated pockets.
- IX.K.(J)5.d(ii) **1999:** Increase the open space area requirement from 40% to 50% for HOSPD lots with a density of one dwelling unit per 2 to 3 acres. **2000: Justification for amendment:** Open space would become more desirable because it would increase usable land and have the potential to serve a number of purposes, depending upon the location. Sensitive areas would be further protected. Subdivisions could be designed with a true conservation approach by carving out the sensitive land first, enabling the protection of systems, rather than creating isolated pockets.
- IX,K.(J)5.d(iv) Open Space Requirements. **1996:** changed “development” to “subdivision” following “conventional”; changed “to the minimum feasible extent required to achieve the density possible by a conventional development” to “Such a reduction shall nonetheless otherwise maximize open space.”
- IX,K(J).5.d(v) **2000: Justification for Amendment:** This section was added to require that the conveyance of open space land and its management be clearly indicated on the plan and in the appropriate deeds and covenants as part of the plan approval, in accordance with recommendations from the Town Attorney.
- IX,K(J).5.e. Building Setbacks. **1998:** new section.
- IX,L Height Regulations. **1996:** generally amended. **2003:** Renumbered to IX,K
- IX.L(K).2.b. Add cupolas to the list of exceptions.
- IX.L(K).3 Amend to reduce the distance for measuring the average height of building from 15’ to 5’.
- IX,M (L) Housing for the Elderly and Disabled. **1996:** deleted “Subsidized” from section title and added “and Disabled”; added “and disabled” throughout section following “elderly”; generally amended. **1997:** deleted limitation to one mile radius from Monument Square; deleted limitation to 3% of total dwelling units in Town. **2000:** Entire section deleted and replaced with CONDITIONS FOR THE WAIVER OF THE HOUSING DENSITY REQUIREMENTS **Justification for amendment:** The intent of these ordinance amendments is to provide housing for older persons that meets community needs while complying with applicable State and Federal laws, by providing a waiver to otherwise applicable density requirements, allowing four times single family density. Depending upon the predetermined age of occupants of a community for older persons the ordinance specifies the varying levels of compliance

prescribed by statute for the provision of community facilities and services and provides the same waiver of conventional density requirements to all. Additionally, the ordinance amendments, along with the recently approved Housing for Older Persons Site Plan Regulations, will ensure that this type of housing provides community amenities in a setting that is characteristic of the surrounding community. The new Section M incorporates most of the provisions of deleted Section R: Retirement Community, with the exception of discretionary items, which were incorporated into regulations for elderly housing. **2001:** Renamed, "Housing For Older Persons". **2003:** Renumbered IX L

- IX,M(L).1 Purpose: **2001:** delete "housing units determined to be desirable for the town as well as necessary to meet community needs, including, but not limited to"
- IX,M (L).2 General Standards: **2001:** delete Section a.1 and a.2. Replace with a. to establish dwelling unit density. Amend d. delete "elderly and disabled", change to "older persons". Amend e. increase minimum lot acreage to 30 acres. Add l. restricting development to sites with frontage on specific roads.
- IX,M.(L)4 Maximum Permitted Dwelling Units: **2001:** delete "fifteen percent (15%)", change to "ten percent (10%)".
- IX,M(L).7 Retirement Community. **2001:** delete entire section, replace with new 7. "Building Rights Limitation".
- Justification for Amendments to IX.M:** These changes were made to better enable the development of Housing for Older Persons. The changes include: restricts projects to persons 62 years of age and older; revises minimum lot size; restricts development location to specific roadways; replaces "building rights" with construction phasing; eliminates Retirement Community category.
- IX,N(M) Home Occupations. **1996:** generally amended. **2003** Renumbered IX, M. **2008.** Add new item 17.
- 2009:** Delete entire section and replace with new section: Home Based Businesses
- IX,N (M).1 Special Exceptions. **1996:** added reference to use, production, and storage of hazardous materials, formerly found at IX,O.16.
- IX,N(M).6 **1997:** deleted "and shall not physically occupy an area greater than 15% of the total heated floor space of the home and shall not exceed 300 square feet"; added second sentence.
- IX,N(M).9 **2001:** amended to clarify that only one non-resident is permitted to be employed at the work site of a home occupation.
- IX,N(M).13 **1996:** changed "6" to "12"; changed "12" to "24"; added "'Trip' shall be as defined in the ITE Trip Generation Manual, 5th Ed."
- IX,N(M).17 **1996:** added "on the premises" following "sales or services".
- IX,O (N) Number of Residential Units. **1996:** generally amended. **2003:** Renumbered IX,N
- IX,P (O). Accessory Dwelling Units. **1996:** generally amended. **2003:** Renumbered IX,O. **2008:** Amend item f.
- IX,P(O).3 Requirements/Limitations: **1999:** P.3.e. Clarify that the above grade floor area of the total dwelling unit includes the accessory dwelling unit. **2001:** P.3.b. delete "existing". P.3.f. delete "existing", add "or constructed". **Justification for Amendments:** The intent of the changes is to clarify the requirement for internal access in an accessory dwelling unit.
- IX,Q(P) Site Plan Review. **1996:** new section added. **2003:** Renumbered IX, P
- IX,R Retirement Community. **1997:** new section. **2000:** Section entirely deleted and replaced with new section IX. M. **Justification for amendment:** The intent of these ordinance amendments is to provide housing for older persons that meets community needs while complying with applicable State and Federal laws, by providing a waiver to otherwise applicable density requirements, allowing four times single family density. Depending upon the predetermined age of occupants of a community for older persons the ordinance specifies the varying levels of compliance prescribed by statute for the provision of community facilities and services and provides the same waiver of conventional density requirements to all. Additionally, the ordinance amendments, along with the recently approved Housing for Older Persons Site Plan Regulations, will ensure that this type of housing provides community amenities in a setting that is characteristic of the surrounding community. The new Section M incorporates most of the provisions of deleted Section R: Retirement Community, with the exception of discretionary items, which were

- incorporated into regulations for elderly housing.
- IX,S Personal Wireless Facilities. **1997:** new section. **1998:** delete section and replace with “Telecommunications.”
- IX,S(Q) Telecommunications. **1998:** new section replacing “Personal Wireless Facilities.” **2000:** Section relettered from **S** to **R** **2003:** Relettered **R** to **Q**
- IX,S(Q). **1999:** Amend definition 2.e. Height of telecommunications facility and add definition 2.f. Height of surrounding existing vegetation to be consistent with definitions in Telecommunications Facilities Regulations. Change lettering for remaining definitions.
- IX,T(R) Maximum Driveway Slope. **1998:** new section. **2000:** Section relettered from **T** to **S**. **2002:** Added The purpose of the maximum grade requirement is to ensure public safety and accessibility for emergency vehicles. Deleted: This standard also shall not apply to lots of record or to lots that have otherwise been approved for subdivision and that have been recorded in the Registry of Deeds prior to March 10, 1998. *Justification for amendment:* The purpose of this amendment is to clarify the intent of this section and to delete the "grandfathering" provision for lots of record.**2003:** Relettered **S** to **R**
- IX,T(S). Unregistered Vehicles. **2000:** new section. *Justification:* The purpose of this new section is to restrict the number of unregistered vehicles permitted on any property to avoid potential unsightly storage of vehicles, which detracts from the character of neighborhoods. **2003:** Relettered **T** to **S** **2005:** Clarify language re: Permitted businesses.
- X,A.1 Agricultural and Business Zone, Permitted Uses. **1996:** changed “Restaurants, EXCEPT drive-ins and fast food restaurants” to “Restaurants, general”; added “Single Family Residences”. **2004:** add new item qq: Mixed Use Occupancy. *Justification for amendment:* to allow for mixed use occupancy in the Agricultural and Business Zone.
- X,A.2 Other Related Permitted Uses. **1996:** added “or disabled” following “elderly”. **2003:** Delete home occupations.
- X,A.2.a **2000:** *Justification for amendment:* The reference to elderly housing as a permitted use was changed to housing for older persons in all sections to be consistent with the amended definition of elderly housing.
- X.A.3. **2003:** Add new section SPECIAL EXCEPTIONS for home occupations and accessory dwelling units.
- X,A.5 Area and Height Requirements. **1996:** generally amended.
- X,A.5.a Minimum Lot Size. **1996:** added “for residences the minimum lot size shall be 2 acres per dwelling unit”.
- X.A.5.h. Building Area. **2003:** add section to require compliant building area. **2004:** Amend to read "...except as provided in section X.A.1.qq above".
- X,A.5.i Backland Lots. **1996:** changed “Each backland lot shall be at least 1.5 acres” to “Backland lots for commercial uses shall be at least 1.5 acres; backland lots for residential uses shall be at least 4 acres”; generally amended.
- X,A.5.i Maximum Commercial Building Size. **1996:** new section added.
- X,A.6.b Open Space. **1996:** deleted “Buildings in the commercial zones used for commercial purposes shall occupy no more than 50% of the lot upon which they are located and”; changed “arterial street” to “public right-of-way”.
- X,A.6.d Screening. **1996:** added section title; replace section text with “Screening shall be provided according to Section IX,J of this Ordinance and according to the Town’s Site Plan Review Regulations”.
- X.A.8. A&B Zone. **2001:** *Justification for amendment:* This change more clearly defines the portion of the A&B zone that falls under the jurisdiction of the Historic District Overlay.
- X,B Commercial Zone. **1996:** new section added.
- X,B.2.h **2000:** deleted. *Justification for amendment:* This section is deleted because impermeable surfaces are covered in Section IX,F which was amended in 1999, to 60% maximum permeable coverage, and is not consistent with this section

- X.B.2.i Building Area. **2003:** add section to require compliant building area.
- X,C Industrial Zone. **1996:** deleted reference to Site Plan Review, formerly X,C.6.
- X.C.3.g Building Area. **2003:** add section to require compliant building area.
- X,D Mobile Home-1 Zone. **1996:** changed name of zone from “Trailer Park (Mobile Home) Zone”. Section D.3. Spec. Exceptions. Remove reference to site plan approval.
- X.D.3.b **2003:** add new item to permit home occupations by special exception
- X,E Mobile Home-2 Zone. **1996:** changed name of zone from “Mobile Home Zone” **1999:** 2.h.(v) amend list of exceptions, delete “and clubs” and add (vi) sporting clubs.
- X.E.2 **2009:** Delete reference to site plan review.
- X.E.1 **2003:** Delete home occupations
- X.E.2.1 **2003:** Add new item - home occupations
- X,E.1.f **2000: Justification for amendment:** The reference to elderly housing as a permitted use was changed to housing for older persons in all sections to be consistent with the amended definition of elderly housing.
- X.E.3.g Building Area 2003: add section to require compliant building area.
- X,F Recreational Zone. **1996:** generally amended. **1999:** 2.b.(v) amend list of exceptions, delete “and clubs” and add (vi) sporting clubs. 3.d. delete “length” and replace with “depth”.
- X.F.2 **2009:** Delete reference to site plan review.
- X.F.1.g and i **2003:** Delete home occupations and accessory dwelling units.
- X.F.2.c and d **2003:** Add new items to permit home occupations and accessory dwelling units by special exception.
- X.F.3.g Building Area. **2003:** Add section to require compliant building area.
- X,G Residential and Agricultural Zone. **1996:** generally amended. **1999:** 2.h.(v) amend list of exceptions, delete “and clubs” and add (vi) sporting clubs.
- X.G.1.i and k **2003:** Delete home occupations and accessory dwelling units.
- X,G.1.f **2000: Justification for amendment:** The reference to elderly housing as a permitted use was changed to housing for older persons in all sections to be consistent with the amended definition of elderly housing.
- X.G.2.1 and m **2003:** Add new items to permit home occupations and accessory dwelling units by special exception.
- X.G.2 **2009:** Delete reference to site plan review.
- X.G.3.g Building Area. **2003:** add section to require compliant building area.
- X,H Rural Lands Zone. **1996:** added “Lands” to section title. **1999:** 3.f.(v) amend list of exceptions, delete “and clubs” and add (vi) sporting clubs.
- X.H.2 b and d **2003:** Delete home occupations and accessory dwelling units
- X.H.3.h and i **2003:** Add new items to permit home occupations and accessory dwelling units by special exception.
- X.H.3 **2009:** Delete reference to site plan review.
- X.H.4.g Building Area. **2003:** Add section to require compliant building area.
- X,I Town Center Zone. **1996:** changed name of zone from “Historic Center” to “Town Center”. **1999:** 3.i.(v) amend list of exceptions, delete “and clubs” and add (vi) sporting clubs.
- X,I.1.f. **2000: Justification for amendment:** The reference to elderly housing as a permitted use was changed to housing for older persons in all sections to be consistent with the amended definition of elderly housing.
- X.I.2.b and d **2003:** Delete home occupations and accessory dwelling units.
- X.I.3. **2009:** Delete reference to site plan review.

- X.I.3.k and l **2003:** Add new items to permit home occupations and accessory dwelling units by special exception.
- X.I.3. Special Exceptions in the Town Center: **2001:** delete "see Section VII". **Justification for amendment:** This is a housekeeping change.
- X.I.4.d. **2000: Justification for amendment:** Dimensional requirements for accessory structures were added to this section because it was not addressed under Area and Height Requirements for the Town Center zone as it was in all other zones in the ordinance.
- X.I.4.g. Building Area. **2003:** add section to require compliant building area.
- X,J Water Supply Conservation Zone. **1996:** generally amended.
- X.J.2.b **2003:** Delete home occupations.
- X.J.3.b and c **2003:** Add new items to permit home occupations and accessory dwelling units by special exception.
2009: Delete reference to site plan review.
- X.J.4.g. Building Area. **2003:** add section to require compliant building area.
- XI Overlay Zoning Districts. **1996:** new section added, replacing and including Section XI, Aquifer Protection Overlay Zone
- XI,A Aquifer Protection Overlay Zone. **1996:** generally amended. **1997:** Preamble: generally amended; added references to Master Plan, etc. **2003:** Intent: Amend and expand section.
- XI,A.1 **1997:** generally amended; added procedure allowing use of certified soil scientist.
- XI,A.2. **2003:** new section - **DEFINITIONS**
- XI,A.2 **1997:** new section.
- XI,A.3 **1997:** new section.
- XI,A.4. **2003:** Performance Standards. Expand section to specify what additional studies may be required.
- XI,A.5 **1996:** Permitted Uses. added "and/or unless the use is specifically prohibited, infra."
- XI,A.6.e. Prohibited Uses. **1996:** deleted "containing de-icing chemicals" following "Dumping of snow". **1997:** added "Aquifer Protection"
- XI,A.6.f. Prohibited Uses. **1996:** deleted "where animals are kept" following "animal feedlots". **1997:** deleted "where animals are kept"
- XI,A.6.k-m **1997:** new sections.
- XI,A.6 **1998:** delete section and renumber section XI,A.7 as new XI,A.6.
- XI,A.7.b. **1997:** new section.
- XI,B Flood Plain Overlay Zone. **1996:** moved from Section X. **2009:** Amend Sec. 7(e).
- XI,C Wetland Conservation Overlay Zone. **1996:** changed name of section from "Wetland Conservation Areas"; generally amended.
- XI,C **1998:** Renumber sections 2-4 as 3-5, respectively; add new section 2 "Jurisdiction." **1999:** Delete Section XI.C. in its entirety and replace with revised Wetlands Conservation Overlay Zone Ordinance. **2000:** **Justification for amendment:** The majority of amendments to the WCO Zone Ordinance were clarifications to sections that were vague or caused problems with implementation. There were a few specific changes to sections intended to provide further protection to wetlands and surface waters. Most other amendments were suggested by the ZBA, Conservation Commission, Planning Board, or Staff to make the ordinance clearer to the public and easier to administer. Among these amendments were organizational changes to the sections addressing the wetland special exception process. **2002:** generally amended. **Justification for amendments:** The purpose of this amendment is to streamline application procedures for "grandfathered" lots and to give Town boards flexibility in determining submission requirements for special exception applications. The amendments reflect procedural changes only and do

not affect rules and restrictions regarding wetlands, surface waters and the one hundred foot buffer zone.

- XI,C.1 **1997:** replaced text with “The Wetland Conservation Overlay Zone shall include and surround surface water, streams, and wetlands.”
- XI,C.1.a. **1997:** replaced entire text.
- XI,C.1.j. **2003:** add additional purpose statement.
- XI,C.2 **2002:** Delete Accessory Structures definition. *Justification for amendment:* Defined in Section VIII.2. Add BMPs for Erosion Control During Trail Maintenance and Construction, as amended. *Justification for amendment:* Adoption of state guidelines for trails construction and maintenance in and around wetlands and surface waters.
- 2006:** Add definition for Bulk Water Transporter
- XI,C.3.a. **1997:** new section. **2000:** The amendment to *Section XI.C.3.a* specifies that applications involving alterations to wetlands, which are under State jurisdiction, go through the appropriate Town process to protect the buffer.XI,C.3.b. **1997:** Preamble: added “provided the prohibitions and restrictions of the Natural Woodland Buffer, above, are observed” **2002:** Grammatical corrections and deletion of last sentence. *Justification for amendment:* Sentence already included in Section XI.7.
- XI,C.3.b(xi) **1997:** new section.
- XI,C.3.c **2002:** Delete wording that states applicants on grandfathered lots must go to Planning Board. *Justification for amendment:* Eliminates inequity in review of applications for existing lots and streamlines process to allow planning staff to review and approve construction and expansion in the buffer for existing lots of record.
- XI,C.3.c (v) **2002:** Add: Planning Board. *Justification for amendment:* Provision for review by Planning Staff/Planning Board.
- XI, C.3.d **2002:** Delete (i) and (ii). *Justification for amendment:* Allows all improvements/expansions on grandfathered lots to be dealt with by Planning Staff/Planning Board eliminating the need for ZBA approval for expansions greater than 250 sq.ft. Add: 100 foot buffer *Justification for amendment:* clarification. (iv) Delete: cisterns. *Justification for amendment:* Cisterns do not need buffers
- XI,C.3.e. **2000:** The amendment to Section XI.C.3.e provides a replacement to a paragraph that was accidentally omitted during the reprinting of the Ordinance in 1999. The purpose of paragraph is to ensure that a reasonable minimum area of contiguous land is available for lot development. The minimum contiguous area provides enough land for driveway, house, septic, garage, and accessory structures without the need to disrupt sensitive lands and wetland buffers.
- XI,C.4 **1997:** changed “75” to “one hundred (100)” and added “or hydric soil (soil drainage classes “poorly drained” and “very poorly drained”). No structure may be constructed closer than one hundred (100) feet to any wetland.”
- XI,C.4.a. **1997:** deleted “No septic tank or leach field may be located closer than 75 feet to any wetland.”
- XI,C.5.b(ii) **2002:** b(ii) Add: greater than 25%. *Justification for amendment:* clarification. b(xvi) Add: reference to BMPs. *Justification for amendment:* Adds reference to guidance document for performance standards. b(xvi) Add: Buffer disturbances for driveway access. Buffer disturbances do not need approval from the NH Wetlands Bureau. *Justification for amendment:* To allow Conservation and Planning Staff/Planning Board to review and set conditions on applications that show wetland buffer disturbance for driveway access (including common driveways for no more than two lots)
- 2006:** Add new section b to address water withdrawal from surface waters for bulk transport and delivery. *Justification for amendment:* To establish conditions and limitations in accordance with State regulations for water withdrawals for bulk transport and delivery from surface waters.
- XI,C.6 **2002:** a. Amend entire section. *Justification for amendment:* Clarifies ZBA criteria for granting special exceptions. b. Amend entire Application Procedure section. *Justification for amendment:* Entire section revised to give boards flexibility in determining information needed for special exception hearing on a site specific basis. c. Delete section c. Reword and replace in section 6.a. *Justification for amendment:* Puts

- criteria for granting special exceptions at beginning of section.
- XI.C.7.a(v) **2003:** Prohibited Uses. Add two additional items and amend generally to broaden the scope of prohibited land uses that harm or degrade the wetland buffer and/or wetlands.
- XII.A.3.c. **1999:** Clarify the language so that it is clear that only the changes proposed by the plans submitted are to be considered, and not possible future alterations.
- XII.A.3.d,e Nonconforming Uses: **2000:** new sections added intended to clarify alteration of a nonconforming use. **2001:** delete sections d. and e. **Justification of amendment:** This change eliminates text inserted by petition in 2001 for one specific case.
- XII.B.4 **2000:** new section. **Justification for amendment:** The intent of these changes is to allow special exceptions to zoning setback requirements on non-conforming lots in the Historic District where strict adherence to these zoning setback requirements may not be desirable.
- XII,C Nonconforming Structure, Continuance. **1997:** inserted “that does not further aggravate a front, side, or rear yard setback nonconformity” and “and according to the diagram below”; added diagram and explanatory text. **1999:** Clarify the intent of this section by limiting the provisions for an expansion or change of use to consideration of the provisions in Section XII.A.3 Alterations: paragraphs a and b. **2006:** Add to item C. Non-conforming structure – “Proposal C does not include landings or stairs”.
- XIII,D Elderly Housing. **1996:** added “or who are disabled” following “older”.
Low-Income Housing. **1996:** deleted “median” following “gross annual”.
Moderate-Income Housing. **1996:** deleted “median” following “gross annual”.
- XIII,H Building Permit Limitation. **1996:** generally amended.
- XIII,I.4 Town Rights. **2001:** added "Except for proposals for Housing for Older Persons,"
- XIII,I.10 **2001:** add 10. **Justification for Amendment:** This change allows for special circumstances, judged and approved by the Planning Board, to permit waiver of the construction timing and phasing constraints.
- XIV Sign Ordinance. **1996:** moved from Section XI; changed “Regulations” to “Ordinance” in section title; changed “Administrating Board” to “Administrative Board” throughout.
- XIV,A Scope. **1996:** generally amended.
- XIV,B.1 Administrative Board. **1996:** added “or board” following “person(s)”.
- XIV,B.5 Event Specific Sign. **1996:** generally amended.
- XIV,B.9 Historic Plaque. **1996:** generally amended.
- XIV,B.11 Home Occupation Sign. **1996:** generally amended.
- XIV,B.12 Illuminated Sign. **1996:** changed “light/paint” to “surfaces”.
- XIV,B.13 Information Sign. **1996:** generally amended.
- XIV,B.14 Lineal Building Frontage. **1996:** changed “additive” to “cumulative”.
- XIV,B.16 Non-conforming Sign. **1996:** added “but which legally existed prior to the adoption of this Sign Ordinance”.
- XIV,B.28 Sign. **1996:** generally amended.
- XIV,B.32 Subdivision Sign. **1996:** deleted “in this or any other development” following “such sales”.
- XIV,B.36 Window Sign. **1996:** generally amended.
- XIV,C Administration. **1996:** generally amended.
- XIV,D General Requirements. **1996:** generally amended.
- XIV,E Application for Permit. **1996:** generally amended.

- XIV,F.4 Permits. **1996:** changed “Planning and Land Use Regulations” to “Revised Statutes Annotated”.
- XIV,G.1 General Provisions. **1996:** generally amended.
- XIV,H Prohibited Signs. **1996:** deleted “The primary intention here is to ensure that signs be constructed of standard material with standard paint”; generally amended. **2004:** Add new item 5 for section reference.
- XIV,H.1 **1996:** added “or signs which are made to appear to move” following “moving signs”.
- XIV,H.14 **1996:** added “except that display stands on a farm premises shall be permitted, subject to other provisions of the Zoning Ordinance” following “display structures”.
- XIV,I Event-Specific Signs. **1996:** generally amended. **2004:** Add new item 7. *Justification for amendment:* clarify standards for event-specific signs.
- XIV,J Illumination Standards. **1996:** deleted “A sign must not contain motorized or electronic parts which cause it to move or appear to move”; generally amended.
- XIV,K Construction and Safety Standards. **1996:** generally amended.
- XIV,L Exemptions. **1996:** generally amended.
- XIV,M Residential and Subdivision Signs. **1996:** added “and Subdivision” following “Residential”; generally amended.
- XIV,N Real Estate Signs. **1996:** generally amended.
- XIV,N.10 **1996:** added “must be” before “removed; changed “within 3 days” to “no later than one (1) day”.
- XIV,P.1 Historic District Signs. **1996:** generally amended.
- XIV,P.4 **1996:** added “design” following “coordinated in”.
- XIV,Q Business and Industrial Signs. **1996:** added “Agricultural and” before “Business”; added “Commercial”; generally amended. **2004:** Add new section for mobile and portable signs. *Justification for amendment:* to permit freestanding A-frame type signs in front of businesses.
- XIV,R Vending Machines. **1996:** generally amended.
- XIV,R.3. **2001:** delete "shall sit jointly with the" added "may consider, but not necessarily be bound by, recommendations of" *Justification for amendment:* This change allows the Zoning Board of Adjustment to consider, but not necessarily be bound by, recommendations from the Historic District Commission.
- XIV,S Sign Master Plans. **1996:** generally amended.
- XIV,T Grandfathered Signs. **1996:** generally amended.
- XIV,U Separability. **1996:** deleted section.
- XV. **2004:** Add new section, Hollis Rural Character Preservation Ordinance. *Justification for amendment:* To preserve and maintain Hollis' scenic vistas and open spaces through the use of visually unobtrusive and environmentally sound development, while permitting the landowner to exercise his/her property rights in a manner that does not affect the density of development.
- 2006:** Section D. Definitions. Amend definition of Clear-Cutting. Add new definition for Forest Cover. Section F.1. Design Standards. Insert new item b. regarding use of stone rip-rap. Revise item h regarding clear-cutting. *Justification for amendments:* To require revegetation for property that is to be clear-cut for future development and to require revegetation in areas disturbed by earthmoving operations.
- 2009:** Section F.4.e. Delete: “The minimum paved width of a road is 20 feet”.
- XVI. **2006:** Add new section – Adult Sexually Oriented Businesses Ordinance. *Justification for amendment:* To establish locations and conditions under which adult sexually oriented businesses are allowed in order to provide the Town of Hollis the opportunity to regulate this activity.
- XVII. **2008:** Add new section – Historic District Ordinance.

