

Instructions

Fill in all blanks, preferably in ink.

Applications must be complete before the Zoning Administrator can act upon them.

If a question is not applicable, write N/A.

Site plans must accompany the application.

All fees must be paid at the time of submittal.

Application forms are considered self-explanatory; however, the following clarifications may be of use.

Location of Property: E911 addresses or official street names (not P.O. Box, RD, or RR).

Mailing Addresses: Provide entire current mailing address including town and zip code.

Name of Business: If a customer is looking for you, what will he ask for?

Application is made to: Check one from each column.

Road: Private, town, State: may have special restrictions.

Lot Size / Acreage of Lot: Square feet or acreage (1 acre = 43560 square feet or 208' x 208').

Width of Road / Street Frontage: The road / street the building front door faces.

Setbacks: measured from the existing / proposed building(s) to the property lines for side and rear; from center line of road for front setback.

Dimensions of Building(s): width and depth and height.

Site Plan / Plot Plan: Space available on last page; or attach: (for DRB only)

- | | |
|---|---|
| ✓ Draw to scale and show scale. Show North arrow. | ✓ Show parking area. |
| ✓ Show dimensions of lot. | ✓ Show well / connection to town water. |
| ✓ Show location and dimensions of all buildings. | ✓ Show septic system. |
| ✓ Differentiate proposed buildings | ✓ Show distance between buildings. |
| ✓ Show distances from all buildings to lot lines | ✓ Show natural features: waterways, slopes, woods, etc. |
| ✓ Show landscaping plans. | ✓ Show driveway location and width. |

Questions?

Call the Zoning Administrator at (802) 933 4409 or 933-2494

Or

Email: townzone@myfairpoint.net

Zoning Office is open most Tuesdays – Call for an appointment.

Fee Schedule

Zoning Permit Applications. If Conditional Use review required, see DRB Review and Hearing for fees.

Residential additions, alterations, accessory structures - \$100.00 plus \$0.10 per sf

Commercial structure, alterations, or other development - \$200.00 plus \$0.10 per sf

Permit extension - \$25.00

Permit amendments - \$0.10 per sf of alteration

Certificate of Compliance - \$50.00

Certificate of Occupancy - \$50.00

Sign - \$35.00

Recording Fee (separate check)

DRB Review and Hearing

Conditional Use / Non-conforming Use (Residential) - \$150.00

Conditional Use / Non-conforming Use (Commercial) - \$150.00

Variance / Waivers (Residential) - \$150.00

Variance / Waivers (Commercial) - \$150.00

For Subdivisions, Lot line Adjustments; (2) lot subdivision \$150.00 plus \$100.00 per additional lot.

Reserved for Zoning Administrator

Application #: _____	Date Received: _____	Fees: _____
Parcel #: _____	Zoning District: _____	Zoning: _____
Special Zoning Areas:		DRB: _____
<input type="checkbox"/> Approved or <input type="checkbox"/> Denied by ZA on _____		PC _____
<input type="checkbox"/> Referred to DRB because _____		Newspaper _____
Meeting Date(s) _____		Total _____
Comment _____		

Owner _____ Phone _____

Applicant (if not owner of record) _____ Email _____

Mailing Address _____ Easements? _____

Location of Property (street, number, town) _____ Flood Plain? _____

Existing Use and Occupancy _____ Wetlands? _____

Name of Business (if applicable) _____ Public Building? _____

Application is made to

- erect
- repair
- alter
- extend
- remove
- change use
- other
- one family dwelling
- commercial/business
- light industrial
- accessory building
- industrial
- sign
- other

Description of proposed use and/or structure _____

Sketch

- Enclosed
 - On next page
- (Show dimensions listed below on site plan)

Type of Construction:

- Foundation _____
- Exterior Walls _____
- Roofing _____
- Estimated Cost of Construction: _____

Roads: (some have restrictions)

- Private Town State
- not applicable

Lot size/Acreage of Lot : _____ Frontage along Road _____

(i.e., 100 X 200; 20,000 sq. ft.; 1/2 acre. Etc.)

After construction of the proposed structure, what will the setback be on the

Front Side* _____ Rear _____ Right Side _____ Left Side _____

(* from center line of road)

Nearest streambank/riverbank//pond _____ % grade/slope from development to bank _____

Existing Structures/Use: _____

Existing square footage _____ **Total:** _____

Proposed Structures:

Proposed use: (i.e., garage, shed, barn, etc.) **Square footage:** (exclude attics < 71/2' high and below grade basements)

_____ Height: _____; 1st Floor: _____; 2nd Floor: _____; 3rd Floor: _____; Total: _____

_____ Height: _____; 1st Floor: _____; 2nd Floor: _____; 3rd Floor: _____; Total: _____

_____ Height: _____; 1st Floor: _____; 2nd Floor: _____; 3rd Floor: _____; Total: _____

Total proposed square footage: _____

Please fill in all blanks.

Sample Sketch	Provide a sketch that shows the following:
	<ol style="list-style-type: none"> 1. Location and dimensions of existing and proposed structures. 2. Distance between such structures and property lines, center of roadways and rivers/streams. 3. Location of driveways and parking areas. 4. Location of well and septic system (include replacement area, if any) and/or water and sewer service lines. 5. North Arrow 6. 911 Address <p>For sketch: <input type="checkbox"/> see below <input type="checkbox"/> see attached (# pages _____)</p>

If you have a survey of your property – you may use a copy of the survey map with all existing and proposed buildings showing locations and setbacks.

If the zoning administrator denies this application, the applicant has the right to appeal to the Development Review Board, for a fee of \$150.00, for further consideration.

THIS SECTION PERTAINS TO THOSE REQUESTS FOR DEVELOPMENT REVIEW BOARD REVIEW:
(Refer to Sections 460 and 480 of the Enosburgh Zoning Bylaws)

1. Submit narrative with application.
2. Stamped addressed envelopes for all abutters (list below)

Other facts for the Development Review Board to Consider:

IMPORTANT NOTES:

No Certificate of Occupancy/Compliance shall be issued for any use and/or structure unless constructed and completed in conformity with the representations contained in the application for the zoning permit.

The undersigned hereby applies for a zoning permit to be issued on the basis of the representations contained here, and to the best of his/her knowledge believes them to be true.

PLEASE NOTE THAT THIS APPLICATION DOES NOT AUTOMATICALLY QUALIFY YOU FOR A STATE PERMIT. CONTACT THE STATE PERMIT SPECIALIST AT 802-879-5676.

APPLICATION MUST BE SIGNED BY ALL OWNERS OF RECORD.

Signature _____ Phone(s) _____ Date _____

Please print names legibly _____

If this request is to be reviewed by the Development Review Board
the completed application must be received 25 days in advance of the meeting.