

**TOWN OF WAITSFIELD, VERMONT**  
**9 Bridge Street, Waitsfield, VT 05673**

**APPLICATION FOR A ZONING PERMIT**  
**802-496-2218; Fax: 802-496-9284**

Application #: \_\_\_\_\_ Date Received: \_\_\_\_\_ Fees = Zoning: \_\_\_\_\_  
Parcel #: \_\_\_\_\_ Zoning District: \_\_\_\_\_ DRB: \_\_\_\_\_  
Special Zoning Areas: \_\_\_\_\_ Notice: \_\_\_\_\_  
 Approved (or  Denied) by ZA on: \_\_\_\_\_ Other: \_\_\_\_\_  
 Referred to DRB because: \_\_\_\_\_ **Total:** \_\_\_\_\_  
Meeting Date(s) : \_\_\_\_\_  
Decision: \_\_\_\_\_  
Comment: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
(If not owner, letter from owner authorizing agent status is required) E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Easements?  Yes  No  
Location (street, number, town): \_\_\_\_\_ Floodplain?  Yes  No  
Existing Use and Occupancy: \_\_\_\_\_ Wetlands?  Yes  No  
Name of Business (if applicable): \_\_\_\_\_ Public Bldg?  Yes  No

**Application is made to:**

- erect
- repair
- alter
- extend
- remove
- change use
- other

**Site Plan:**

- one family dwelling
- commercial/bus
- light industrial
- accessory building
- industrial
- sign
- other \_\_\_\_\_

Description of proposed use and/or structure: \_\_\_\_\_

**Type of Construction:**

Foundation \_\_\_\_\_  
Exterior Walls \_\_\_\_\_  
Roofing \_\_\_\_\_  
Estimated Cost of Construction: \_\_\_\_\_

**Roads: (some have restrictions)**

- Private  Town  State
- Scenic Rte 100  Not Applicable

Lot Size/Acreage of Lot: \_\_\_\_\_ Frontage along road (ft): \_\_\_\_\_  
(i.e., 100x200; 20,000 sq.ft.; 1/2 acre, etc.) (See Scenic Roads for details)

After construction of the proposed structure, what will the setback (distance to property line) be on the  
Front Side (front door side/road): \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_ Rear: \_\_\_\_\_  
Distance from nearest streambank/riverbank/pond (ft): \_\_\_\_\_  
Percent grade/slope from development to top of bank: \_\_\_\_\_

**Existing Structures/Use:** \_\_\_\_\_

**Existing Square Footage:** \_\_\_\_\_ **Total:** \_\_\_\_\_

**Height of Tallest Structure:** \_\_\_\_\_

**Proposed Structures:**

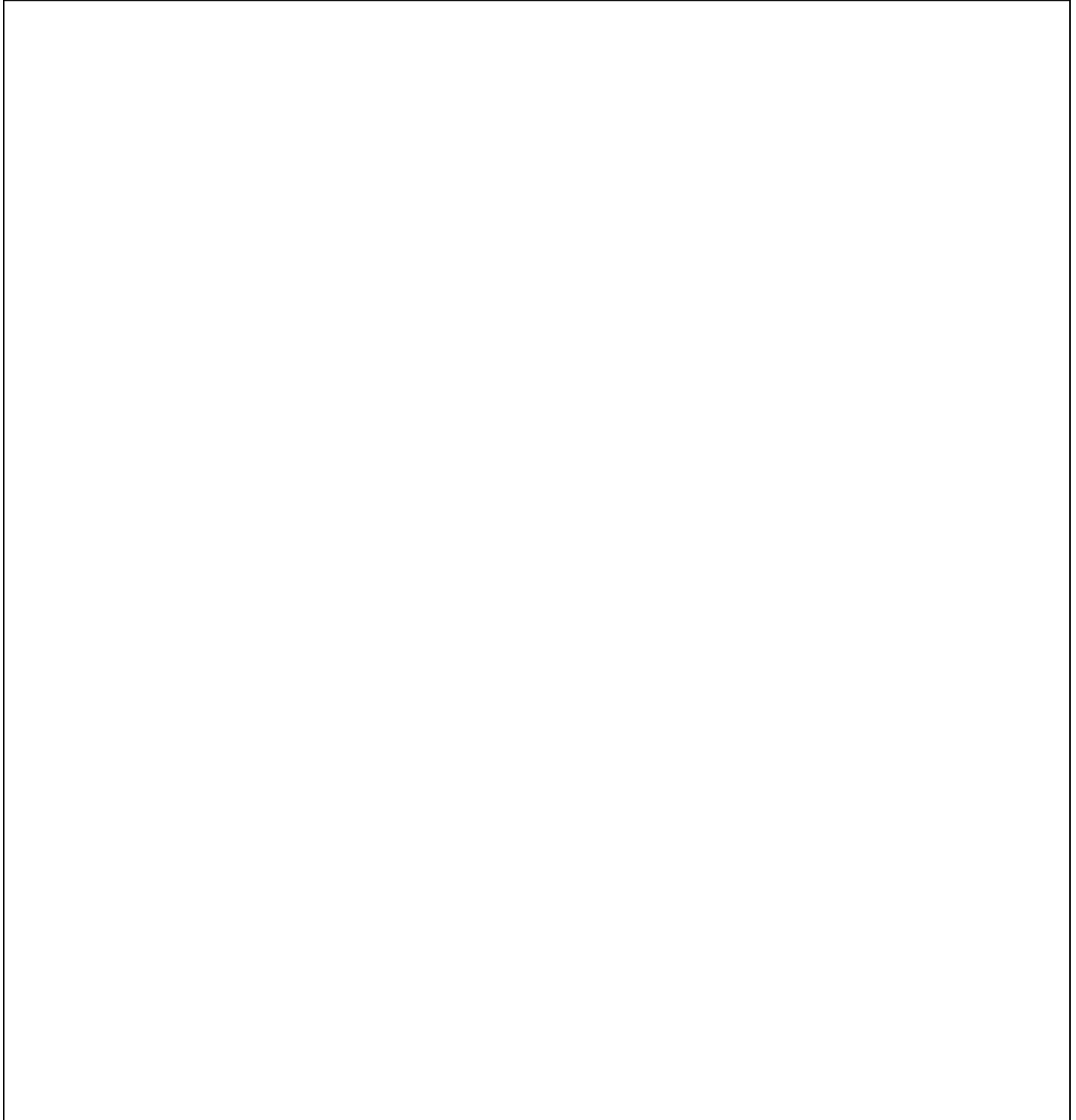
<u>Proposed use:</u> (ie, garage, shed, barn, etc.)	<u>Square footage:</u> (exclude attics < 7 1/2' high and below-grade basements):				
_____	Height _____	1 <sup>st</sup> floor _____	2 <sup>nd</sup> floor _____	3 <sup>rd</sup> floor _____	Total: _____
_____	Height _____	1 <sup>st</sup> floor _____	2 <sup>nd</sup> floor _____	3 <sup>rd</sup> floor _____	Total: _____
_____	Height _____	1 <sup>st</sup> floor _____	2 <sup>nd</sup> floor _____	3 <sup>rd</sup> floor _____	Total: _____
_____	Height _____	1 <sup>st</sup> floor _____	2 <sup>nd</sup> floor _____	3 <sup>rd</sup> floor _____	Total: _____
<b>Total proposed square footage</b>		<b>1<sup>st</sup> floor</b> _____	<b>2<sup>nd</sup> floor</b> _____	<b>3<sup>rd</sup> floor</b> _____	<b>Total:</b> _____

Building Coverage % \_\_\_\_\_ (perimeter of floor space including porches, balconies, roof overhangs>30")

Lot coverage % \_\_\_\_\_ (all ground cover including driveways, walkways, etc.)

# Parking spaces have \_\_\_\_\_ needed \_\_\_\_\_

**Site Plan:** The box below represents your property. Draw your existing buildings and proposed buildings here. Identify all existing and proposed buildings and all front, back, and side measurements from all buildings. Please provide a separate sketch showing the height of the building.

A large, empty rectangular box with a thin black border, intended for the applicant to draw a site plan showing existing and proposed buildings and their measurements.



**INSTRUCTIONS**

Fill in all the blanks, preferably in ink.

Applications can be acted upon by the Administrative Officer only if complete.

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 explanations are offered where questions may arise.

**Location of Property:** E911 addresses or official street names (not POBox, 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 he will ask for.

**Application is made to:** Check one from each column.

**Road:** Scenic, Route 100, Private, Town, State: may have special restrictions.

**Lot Size/Acreage of Lot:** Square feet or acreage (1 acre = 43,560 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/street lines in all directions.

**Dimensions of building(s):** width and depth.

**Building coverage %:** Total square feet of structures divided by square feet of lot. See by-laws for exemptions.

**Site Plan/Plot Plan:** Space available on last page; or attach:

- |   |   |
|---|---|
| √ Draw to scale and show scale. Show north arrow. | √ Show parking area.                                    |
| √ Show dimensions of lot.                         | √ Show well/connection to town water.                   |
| √ Show location & 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 & width.                       |

**QUESTIONS?**

**Call the Zoning Administrator: 802-496-2218;**

**e-mail: [pza@madriver.com](mailto:pza@madriver.com)**

**Monday through Friday, 9:00 a.m. – 3:00 p.m.**

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**Fee Schedule****Zoning Permit Applications**

Residential additions, alterations, accessory structures	<= 250 sf: \$25
Residential additions, alterations, accessory structures	> 250 sf: \$.10/sf, \$50 min.
Commercial structure, alteration, or other development	\$.10/sf, \$50 minimum
Change of Use with structural alteration	\$50 + \$.10/sf of alteration
Change of Use with no structural alteration	\$50
Pools, Ponds (>500K cu.ft. = State permit required)	\$25
Quarry, sand, soil, or gravel pit excavation, water extraction	\$150
Permit amendments	\$25
Special Public Uses	\$50
Sign	\$30
Home Occupation	\$25

**DRB Review: Add \$25 for warning in newspaper**

Conditional Use/Non-conforming Use (Residential)	\$50
Conditional Use/Non-Conforming Use (Commercial)	\$75
Variance/Waivers (Commercial)	\$75
Variance/Waivers (Residential)	\$50
Appeal of Zoning Administrator's Decision to DRB	\$50

**Subdivisions: See separate fee structure.**

**Other**

Certificates of Occupancy	\$40 if pre 8/1/97
Appeal of Decision to Environmental Court	\$225