

Town of



Zoning Application

Location of Property: \_\_\_\_\_ Parcel ID # \_\_\_\_\_

OWNER:

Name of Land Owner: \_\_\_\_\_

Mailing Address (street or box #) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Daytime \_\_\_\_\_ Night \_\_\_\_\_ E-Mail \_\_\_\_\_

AGENT:

Agent Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers: Daytime \_\_\_\_\_ Night \_\_\_\_\_ E-mail \_\_\_\_\_

Property Owner's Deed was Recorded on: Date of Sale \_\_\_\_\_

What is the present Approved use(s) of the property? \_\_\_\_\_ Lot size: \_\_\_\_\_ Frontage: \_\_\_\_\_

What district is the property located? Residential Commercial/Residential

Resort/Commercial Resort/Residential Historic Review Conservation Village

Has Sewer Allocation been obtained? Yes No NA Is Property in Flood Zone? Yes No NA

Brief Summary of Project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMISSION TO ENTER THE PROPERTY: Signing of this application authorizes the Zoning Administrator, Development Review Board, and/or the Listers' to enter onto the premises for the purpose of verifying the information presented.

I, \_\_\_\_\_, am the owner of property at \_\_\_\_\_, and I hereby authorize \_\_\_\_\_ to represent me and speak on my behalf before the Development Review Board in the matter of this case.

\_\_\_\_\_  
Owner Signature/Date

\_\_\_\_\_  
Agent Signature/Date

This information must be submitted with a plot plan, a floor plan where applicable, as well as an application fee. Other forms may be required. Your plot plan must contain all the information listed on the next page. After initial review you will be provided with any other application material that is required, and with information on procedures and additional fees. **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.** If you have questions, please contact the Zoning Administrator at 802-464-8591. **RETURN APPLICATION TO:** Zoning Administrator, PO BOX 217, Wilmington, VT 05363.

**FOR USE BY THE ZONING ADMINISTRATOR**

Parcel # \_\_\_\_\_

Application # \_\_\_\_\_ Date Received \_\_\_\_\_ Fee Received \_\_\_\_\_

Development Review Board Hearing Date \_\_\_\_\_ Date Warned \_\_\_\_\_

Permit Type: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason \_\_\_\_\_

Administrative Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

**FEE SCHEDULE**

Owner Name \_\_\_\_\_

Fees must be included with the Application. Please make checks payable to the Town of Wilmington. Application Fees are non-refundable. The fees below are the most used; they do not include all fees. Please refer to the full fee schedule.

Base Application Fee (\$50 + \$13 filing fee) \$63.00

Other Fees (see below) \_\_\_\_\_

TOTAL \_\_\_\_\_

**Fee Schedule (based on area of new construction)**

Construction fee (use gross floor area, including unfinished areas with a ceiling height over 4 feet and for basements include what could be typically finishable space only). There is no fee for Accessory structures such as decks and porches that are less than 200 sq. ft in area.	1-500 sq. Ft	\$50
	501-750 sq ft	\$75
	751-1,000 sq ft	\$100
	1,001-2,000 sq ft	\$200
	2,001-3,000 sq ft	\$300
	3,001-4,000 sq ft	\$400
	For every additional 1-1,000 sq ft of construction: add \$100	
*All subdivisions have a basic fee of \$100 + \$63 for the first lot, and \$50 for each additional lot (includes filing fee)		
*Mergers of lots have a basic fee of \$63 with no additional fee (includes filing fees)		

Information that must be included on plot plan

1. Name and address of property owner, address of property
2. Indication of the drawing's scale
3. Arrow pointing North
4. Property line dimensions
5. Lengths of front, side and rear setbacks from property lines of existing and proposed structures/signs
6. Identification of adjacent streets or other adjacent property
7. Any easements that cross the property, or other pertinent legal features including sidewalks
8. Location, size, dimensions and shape of any structures present on the site or proposed for construction including porches, decks, pools, fences and accessory structures
9. Clear indication of the work to be done, including all changes that are proposed to the physical features of the site or existing structures.
10. Location and dimensions of all existing and proposed parking areas and driveways
11. Please include a floor plan and a septic design for all new dwellings and increases in the number of bedrooms
12. Please use dark ink for the forms and plot plan

### SAMPLE PLOT PLAN

Plot plan for the Zoning Application of:

John and Jane Doe  
123 Rocky Road  
Wilmington, VT 05363

Scale: 1"=20 feet

