

APPLICATION INSTRUCTIONS NEW RESIDENTIAL CONSTRUCTION

This package includes the following documents:

1. List of Application Fees
2. Brief overview of some common State of Vermont permit requirements.
3. Application for Zoning Permit (complete for all proposed development except Subdivisions or Fill Only)
4. Application for Disposal System Construction Permit or Waiver (when State permit is issued)
5. Application for Disposal System Construction Permit or Waiver (when no State permit is issued)
6. Application for Alternative Disposal System Construction Permit (primitive camp)
7. Application for Curb Cut/Access Permit

You will need to refer to the Zoning Ordinance to complete your application. You may use the office copy free of charge at the Moretown Town Clerk's Office or you may purchase a copy from the Town Clerk for \$10.00.

Application for Zoning Permit must be completed for ALL applications. Parcel ID numbers for your property may be obtained from the Town's Grand List Book. All land is located in some Flood Zone and maps in the Town Clerk's Office will assist you in determining what Flood Zone your property is located in (A, AE, AH, AO, AR, A99, V, VE, X, or D). Determine the Zoning District (Preserve, Village, Commercial, Agricultural) for your land by looking at the Zoning District Map in the back of the Zoning Ordinance or the large map on the wall in the back room of the Town Office.

Application for Disposal System Construction Permit. Use the Application for Disposal System Construction Permit or Waiver For Use Only When State Permit is Also Issued - when a State Water Supply and Wastewater Disposal Permit is also issued for your proposed development and include a copy of the State Permit and the approved plan. You may also use the Application for Disposal System Construction Permit or Waiver Form even when a State Permit is required, but if you use this form your engineer or site technician must sign the form. If no State Permit is required, use the Application for Disposal System Construction Permit or Waiver Form. If you are constructing a primitive camp without an in-ground sewage disposal system, use the Application for Alternative Disposal System Construction Permit form BUT PLEASE READ SECTION B REGARDING OCCUPANCY LIMITATIONS.

Only one Recording Fee of \$7.00 is required for all applications for the same property submitted together.

DRIVEWAYS: If you are constructing, enlarging, relocating or improving a driveway to enter your property from a Town Highway, you may need both a Zoning Permit from the Zoning Administrator and an Access Permit (or Curb Cut Permit) from the Selectboard. An application form for the Access Permit is also enclosed with this package. If you are constructing, enlarging, relocating or improving a driveway to enter your property from a State Highway, you may also need an Access Permit from the State of Vermont. Contact the State Agency of Transportation, District 6 (802) 828-2691.

ASBESTOS/LEAD-BASED PAINT: If you are renovating or demolishing a structure you may be required to comply with certain laws pertaining to the proper removal and disposal of materials containing asbestos and/or lead-based paint. Information regarding those issues is

available from the Town Clerk.

Please note that the LANDOWNER must sign all permit application materials.

PLEASE NOTE: Your application may be delayed or denied unless all required information and documentation is submitted. If you have any questions or if you need assistance completing your application please contact:

John Weir, Zoning Administrator Telephone: 882-8237
79 School Street, Moretown, Vermont 05660