



Zoning Permit Application

OFFICE USE ONLY

Application Received on _____ by _____ Fees _____ Check # _____

Application # _____ Parcel ID _____ Zoning District _____

Setbacks: ☐ F ☐ S ☐ S ☐ R ☐ Height ☐ Acreage ☐ Frontage ☐ Access ☐ Site Plan ☐ Signature

WW Permit _____ ☐ Other State Permits ☐ Lot Coverage ☐ Flood / Wetland ☐ Current Use

Notes _____

☐ APPROVED ☐ DENIED ZA Signature _____ Date _____

Applicant(s) Contact Information - Permit will be mailed to this address

Name _____ Phone _____

Mailing Address _____ Email _____

Town _____ State _____ ZIP _____

Property Owner(s) Contact Information ☐ Check here if same as Applicant

Name _____ Phone _____

Mailing Address _____ Email _____

Town _____ State _____ ZIP _____

Property Information

Location/Address _____

Existing Use _____

Proposed Land Development (or Appeal)

Estimated cost of construction and site work \$ _____

Existing vs Proposed Building Measurements (in feet except for # of stories)

	Length	Width	Height*	# of Stories	Front Setback**	Side Setback	Rear Setback
EXISTING	_____	_____	_____	_____	_____	_____	_____
PROPOSED	_____	_____	_____	_____	_____	_____	_____

* Height is measured from the average finished grade at ground level to the midpoint between the eaves and the ridge line.

** Front Setback is measured from the middle of the road.

Certification

By signing below, both the owner and the applicant hereby affirm that the information presented in this application – and all supporting forms, plans, and documents – are true, accurate, and complete, and agree that if any such information is found by the Town to be false or misleading, any permit or other approval granted on the basis of such information shall be deemed null and void.

Permission is hereby granted by the property owner for the Town's Zoning Administrator and Development Review Board to inspect the property at mutually acceptable times to verify the information provided in this application.

Applicant Signature _____ **Date** _____

Property Owner Signature _____ **Date** _____

☐ Check here if owner is submitting a Letter of Authorization in lieu of signing above.

Fees**Miscellaneous**

Permit extensions, administrative permit amendments	\$25
Exempt agricultural structures	Free

Administrative Permits

One- and two-family homes and additions, boundary line adjustments, signs	\$90
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Permits Requiring Hearing

Commercial, conditional use, multi-family homes, subdivision, variance, appeal of ZA decision	\$165
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Payment may be made by cash, by check payable to **Town of Londonderry**, or online at **londonderryvt.gov**

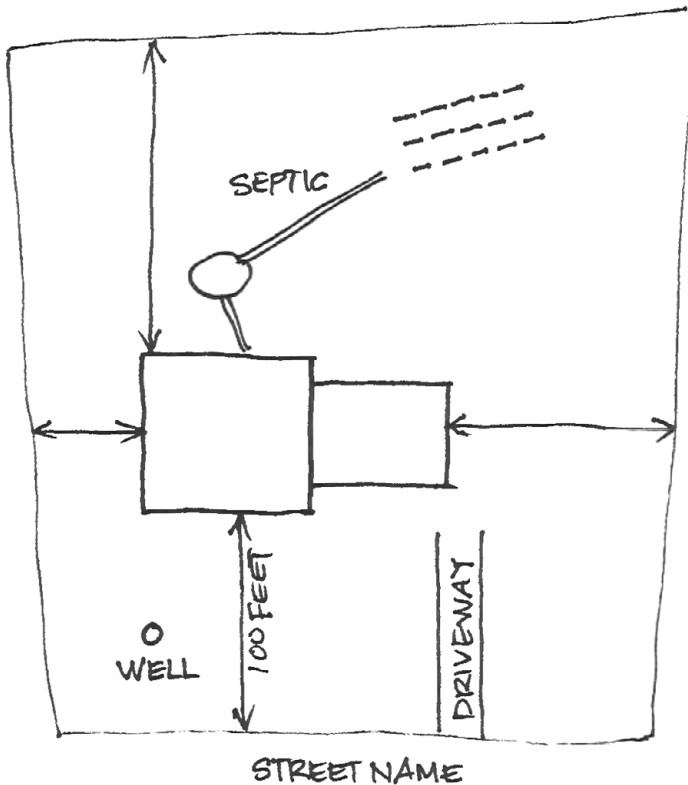
Professional Fees

Applicants for larger projects may be required to pay reasonable and customary costs for assistance provided by experts (engineers, lawyers, etc.) requested by the Development Review Board or the Selectboard as part of the review process.

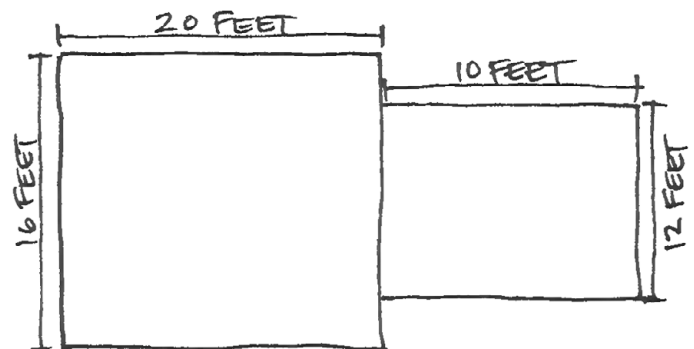
Drawings Must be Submitted

Two drawings are required with your application: a Site Plan and a Floor Plan. If you do not have a professionally prepared **SITE PLAN**, ask the Zoning Administrator for a satellite photo of your lot. Draw any new structure(s) and the driveway, well, and septic locations on the satellite photo; indicate the distance from the new structure(s) to the boundaries of your property. If you do not have a professionally prepared **FLOOR PLAN**, a sketch for each floor showing the approximate dimensions is fine.

SITE PLAN EXAMPLE



FLOOR PLAN EXAMPLE



Access Permits / Addresses

Any new, realigned, or expanded driveway requires an Access Permit from the Londonderry Selectboard for access to a Town road; a permit from the Vermont Department of Transportation is required for access to Route 11 or Route 100. If applicable, the Town 911 Coordinator will notify you of your new address.

State Permits

State of Vermont permits and/or energy certificates may be required for your project. It is the applicant's or permittee's responsibility to identify, apply for, and obtain relevant State permits. Call (802) 828-0141 to speak with the Regional Permit Specialist before beginning any earth work or construction.

Inspection

If development is proposed very close to a boundary, the Zoning Administrator can require that the owner call for an inspection once the site has been staked out or demarcated, but before the actual start of construction.