**TOWN OF BERLIN, VERMONT**

**APPLICATION FOR ZONING PERMIT**

<table>
<thead>
<tr>
<th>Application #:</th>
<th>□ Approved by ZA on:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Received:</td>
<td>□ Referred to DRB because:</td>
</tr>
<tr>
<td>Fee:</td>
<td>Meeting Date:</td>
</tr>
<tr>
<td>Zoning District:</td>
<td>Decision:</td>
</tr>
<tr>
<td>Tax Map #:</td>
<td>Comment:</td>
</tr>
</tbody>
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**Date Received:………………………………**

**Referred to DRB because………………….**

**Decision:………………………………**

**Fee:…………………………………………**

**Meeting Date…………………………………………………………**

**Lot Size:/Acreage of Lot:………………...**

**Width at Road:………………...**

**Depth:………………...**

**Lot Size:/Acreage of Lot:………………...**

**Width at Road:………………...**

**Depth:………………...**

**Setbacks for EXISTING buildings on lot**

Setbacks for existing + PROPOSED buildings on lot

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<td>Rear Yard Setback………………………………..</td>
</tr>
<tr>
<td># Stories…………………………………….</td>
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</tr>
<tr>
<td>Height………………………………………</td>
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Dimensions of All Buildings (i.e., House=38x26 = 988):

1.……………………………………………………
2.……………………………………………………
3.……………………………………………………
4.……………………………………………………

**Total Area (sq.ft.) of ALL structures:………………...**

Building Coverage (%):……………………………………...

(Total building coverage divided by sq. ft. of lot)

**# of Parking Spaces…………………………...**

**Setbacks for existing + PROPOSED buildings on lot**

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**Total Area (sq.ft.) of ALL structures:………………...**

Building Coverage (%):……………………………………...

(Total building coverage divided by sq. ft. of lot)

**# of Parking Spaces…………………………...**

**APPLICATION ADDRESS**

**EMAIL ADDRESS**

**Application is made to:**

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

**Site Plan/Plot Plan is:**

- □ Enclosed (see next page)
- □ Submitted Separately

**Type of Construction:**

- Foundation
- Exterior Walls
- Roofing
- Estimated Cost

**Road:**

- □ Private
- □ Town (see next page)
- □ State (contact AOT)

Applicants are advised to consider emergency apparatus response due to steep grades & weather conditions.

**Wastewater:** see next page

- □ Town Sewer
- □ On-Site Septic: plans attached
- □ Not Applicable

**Lot Size:/Acreage of Lot:………………...**

**Width at Road:………………...**

**Depth:………………...**

(1 acre = 43,560 sq. ft.)

(1 acre = 43,560 sq. ft.)

(i.e. road frontage)

(i.e. front to back of the land)

SEE INSTRUCTIONS ON BACK
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, rear, and side yard setbacks (distance from the property line to the closest structure on your lot).
ROADS: Applicant is advised to consider emergency apparatus response due to steep grades & weather conditions.

Driveway Location & Plans: □ Not Applicable

Location of Property: An E911 address is measured from the middle of your neighbor’s driveway along the edge of the road to the middle of your proposed driveway. If this is a new residence, please provide these measurements:..............................................

Town Road:
Culvert Required………………………………..Diameter………………………Length…………………………

Approved by……………………………………………………………………………..Date…………………………
(Road Commissioner)

Approved by……………………………………………………………………………..Date…………………………
(Selectboard)

Sewage Disposal Plans: □ Not Applicable

□ On-Site Septic approved by…………………………………………………………Date…………………………
(Health Officer)

□ Town Sewer approved by…………………………………………………………Date…………………………
(Sewer Commissioner)

**ALL applicants, old and new allocations, connecting to the Town Sewer System must fill out an Allocation Application. Please contact the Sewer Commission for the Application, Addendum, and other necessary information.

Check if the project will involve or result in any of the following: Explain if checked.

□ storage of flammable or explosive materials □ storage or use of radioactive materials
□ vibration detectable at property boundaries □ noise audible at property boundaries
□ electromagnetic radiation □ odors detectable at property boundaries

Do you own adjoining property?...............................If yes, give tax parcel numbers……………………………………

Other Facts for the Development Review Board pertaining to your Application:

The undersigned hereby applies for a Zoning Permit, to be issued on the basis of the representations contained herein, and to the best of his/her knowledge believes this information to be true.

PLEASE NOTE THAT THIS APPLICATION DOES NOT CONSTITUTE COMPLIANCE WITH STATE PERMITS. CONTACT THE PERMIT SPECIALIST AT 802-505-5367.

We the undersigned, hereby authorize ____________________________________________ to act on our behalf in all matters pertaining to this Application.

Signature………………………………………………………………Phone #……………………….Date…………………………

Please print your name legibly………………………………………………………………………………………………
TOWN OF BERLIN, VERMONT

APPLICATION FOR ZONING PERMIT

Instructions

1) Fill in all the blanks, preferably in ink.
2) Applications must be deemed complete prior to action by the Administrative Officer.
3) If a question is not applicable, write N/A.
4) If the property is undeveloped (no structures), write ‘Undeveloped’ in the Existing/Current Structure section.
5) Site plans and septic system plans must accompany the application, if applicable.
6) All fees must be paid at the time of submittal.

Application forms are considered self-explanatory; however, the following explanations are offered for those lines where questions may arise:

Location of Property: E911 addresses or official street names (not PO Box, RD, or RR). An E911 address is measured from the middle of your neighbor’s driveway along the edge of the road to the middle of your proposed driveway. If this is a new residence, please provide these measurements.

Mailing Addresses: Provide entire current address including 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: Private, Town, or State: may need Town or State approval if applicable.

Wastewater: Additional form is needed depending on type (if applicable).

Lot Size/Acreage of Lot: Square feet or acreage (43,560 square feet in an acre).

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

Setbacks: Measured from the existing/proposed building(s) to the property lines in all directions.

Dimensions of building(s): width and depth.

Area covered by structures: Total of all building including post-construction (not pavement).

Building Coverage %: Total of all building including all structures divided by square footage of Lot.

Site Plan/Plot Plan: Space available on second page; or attach separate sheets.

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

Review Vermont Energy Construction Standards: Residential and Commercial:
http://publicservice.vermont.gov/topics/energy_efficiency

QUESTIONS? 802-223-4405 x304

ZONING FEE SCHEDULE:
Effective 01/01/15

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Residential</td>
<td>$.10/sq. ft., $75 minimum</td>
<td></td>
</tr>
<tr>
<td>All Commercial</td>
<td>$.15/sq. ft., $100 minimum</td>
<td></td>
</tr>
<tr>
<td>Fences</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Pools</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Utility Sheds</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Decks, Porches</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Boundary Adjustments</td>
<td>$75 + $200 (Pub)</td>
<td></td>
</tr>
<tr>
<td>Signs</td>
<td>$100</td>
<td></td>
</tr>
<tr>
<td>Change of Use</td>
<td>$75</td>
<td></td>
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<tr>
<td>Home Occupation</td>
<td>$50</td>
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<tr>
<td>DRB Hearings (Res)</td>
<td>$75 + $200 Pub</td>
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</tr>
<tr>
<td>DRB Hearings (Com)</td>
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<tr>
<td>Certified Farm Structures</td>
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<tr>
<td>Fill or Excavation: Residential</td>
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</tr>
<tr>
<td>Fill or Excavation: Commercial</td>
<td>$100</td>
<td></td>
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<tr>
<td>Appeals</td>
<td>$100 + $200 (Pub)</td>
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</tr>
<tr>
<td>Subdivisions</td>
<td>$150/new lot + $200 (Pub)</td>
<td></td>
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</table>