



## TOWN OF GROTON

1476 Scott Hwy, Groton, Vermont 05046

PERMIT # \_\_\_\_\_

## ZONING PERMIT APPLICATION

A development permit is required prior to ALL land development, including but not limited to the construction, conversion, relocation, or enlargement of any structure, any excavation or filling or site work incidental to development regulated under Groton's regulations, or any change or extension in the use of any structure or land. If the application is found to be complete, the Administrative Officer will issue a decision or refer the application to the Zoning Board of Adjustment within 30 days. Incomplete applications will not be processed. An **ACCURATE plot plan, drawn to scale, or a survey map for subdivisions, must be submitted in conjunction with this application.** Applications for SIGNS must also include a diagram of the proposed sign depicting the exact dimensions and location(s) of the sign(s). PLEASE COMPLETE BELOW

<b>SUBJECT PROPERTY INFORMATION</b>		
Property Address/Location:		
Tax Map ID Number:	Parcel ID Number:	<b>Application Fee:      \$75.00</b>
Current Use of Property: <small>(dwelling, retail, office etc.)</small>	Zoning District:	Regulated Flood Hazard Area:
Name:	Phone:	
Mailing Address:	City:	
Email:	State:	
<b>APPLICANT INFORMATION (IF DIFFERENT FROM PROPERTY OWNER)</b>		
		Phone:
Mailing Address:	City:	
Email:	State:	Zip:
<b>PROPOSED LAND DEVELOPMENT / SETBACKS</b>		
Project Description (including dimensions of any new structures and a diagram of any proposed structure or change to the property):		
Setbacks in Feet: <small>(Closest distance between new structure and the following property lines.)</small> Left: _____ Centerline of road: _____ Right: _____ Building Height: _____ Rear: _____		Proposed use: (single family, Retail, office, etc.)
<b>WASTEWATER INFORMATION</b>		
If new dwelling, # of bedrooms: _____ If residential addition, # of bedrooms to be added: _____		
If accessory structure, will the accessory structure have plumbing: <span style="float: right;"><input type="checkbox"/> No      <input type="checkbox"/> Yes</span>		
If yes, describe:		
Is a State Wastewater System and Potable Water Supply Permit required? If yes, attach or provide WW permit number here: <span style="float: right;"><input type="checkbox"/> No      <input type="checkbox"/> Yes</span>		



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Simple Sketch

I certify that, to the best of my knowledge and belief, all the information provided in this application is accurate *and* that all work will be completed, and the property will be used in accordance with this application and plot plan. Any conditions attached to the zoning permit will be binding on the property. The undersigned authorizes the Administrative Officer access to the property covered by the permit issued under this application to ascertain compliance with said permit. I also understand that if I build on a Class 4 road in the Town of Groton, that Emergency Services, such as Ambulance, Fire and/or Police Departments may not be able to access my property due to the condition of the unmaintained road.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Non-Owner Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### ADMINISTRATIVE OFFICER REVIEW AND INITIAL ACTION

Fee Paid: \_\_\_\_\_

Deemed Complete: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Referred to PC: ☐

#### ADMINISTRATIVE OFFICER FINAL DECISION

Application is: \_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ CONDITIONAL APPROVAL

Comments: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

This permit becomes effective following a 15 day appeal period. This permit does not relieve the applicant of the responsibility of obtaining other permits required by the State of Vermont or the Town of Groton. See below.

THIS PERMIT EXPIRES 2 YEARS FROM DATE OF ISSUANCE OF THE ZONING. However, if construction authorized by the Zoning Permit is not started within two years and substantially completed within three years, the permit shall expire, and the permittee will need to apply for a new permit. If permit needs to go to Zoning Board of Adjustment an additional fee of \$75 will be required.

#### IMPORTANT!! OTHER PERMITS / CERTIFICATES MAY BE REQUIRED

STATE PERMITS: You are advised to contact Jeff McMahon, State Permit Specialist, at (802)477-2241 or [Jeff.Mcmahon@vermont.gov](mailto:Jeff.Mcmahon@vermont.gov) for any required state permits. INSULATION CERTIFICATION: An Energy Code Certificate is required by 30 V.S.A subsection 51(residential building energy standards) or 53 (commercial building energy standards) for all new heated or cooled construction including additions, alterations, renovations, and repairs. Contact the Vermont Energy Code Assistance Center at (855)887-0673 for details. DRIVEWAY PERMITS: A Groton Driveway Access Permit may be required. Contact [grotonhwy@fairpoint.net](mailto:grotonhwy@fairpoint.net) for details.