

Town of Woodford, 1391 VT Route 9, Woodford VT 05201

Applicant is responsible for acquiring ALL required state permits, including an access permit from the Vt. Agency of Transportation if the land development includes a road or driveway that provides direct access to a state highway, and for complying with any deed restrictions or covenants that pertain to the property.

Phone: 802-442-4895

Fax: 802-442-4816

Application fee \$75.00

Zoning Permit Application # _____ Date _____ Parcel # _____

Applicant _____ Telephone # _____

Address _____

Street City State Zip

Local Address (where work is to be done) _____

Landowner (if different from applicant) _____ Telephone _____

Address: _____

Street City State Zip

Nature of Work: New Construction (size) _____ Addition (size) _____

Existing Use _____ Proposed Use _____

Lot Size _____ Frontage on Public Road _____ Ft

Building Length _____ Width _____ Height _____ No. of Stories _____

Setbacks: Road Right of Way _____ Rear _____ Side #1 _____ Side #2 _____

Type of Water System _____ Type of Sewage System _____

A general plot plan showing the location of the property, buildings, work areas and setbacks must be attached to this application.

Abutting Landowners- Name & Address (must be filled out)

Abutting Landowner #1 _____

Abutting Landowner #2 _____

Abutting Landowner #3 _____

Comments: _____

Applicant Signature: _____ **Date** _____

For use by administrative officer only

Approved _____ Denied _____ Referred to Zoning Board of Adjustment _____ Date _____

Reason for Denial or Referral: _____

Comments: _____

Zoning Administrator signature _____ Date _____

Zoning Board of Adjustment signature _____ Date _____

Planning Commission signature _____ Date _____

Permit Effective Date (this date is 15 days following approval) _____

Any interested person may appeal any decision by the administrative officer of the Zoning Board of Adjustment within 15 days of the date of the decision. This permit shall not take effect until the time for such appeal has passed.

ZONING AND PLANNING

PERMIT INFORMATION

The Town of Woodford has zoning regulations in place. Before any land or building is devoted to a new use or change of use, or before the erection of any building or land development, a zoning permit shall be obtained prior to any activity. If you are planning on doing any construction or renovation projects, please inquire to see if you will need a permit before you start. This will save everyone time, money and frustration. You can contact the Town Office at woodfordvt@comcast.net or James Kinney, zoning administrator, at woodfordzoning@comcast.net.

Permits are required for:

- ◆ Construction of anything larger than 36 sq. ft. This includes new homes, additions, decks, porches, mud rooms, garages, outbuildings or sheds and cargo or shipping containers, portable and non-portable;
- ◆ Change in residential property use such as a home occupation or a business activity;
- ◆ Commercial property improvements or use change;
- ◆ Subdivisions or boundary line adjustments;
- ◆ Addition of a pond or swimming pool;

A permit application must be submitted with all required documentation as stated on the application form, including the fee of \$75.00. The application will be reviewed and forwarded to the governing body authorized to approve the permit, the Zoning Administrator, Zoning Board of Adjustments or Planning Commission. Once an application is approved the permit is good for 2 years before it expires and a new or extended application needs to be submitted.

In addition to the Town of Woodford Regulations, Woodford Lake lots must also comply with the Woodford Lake Association Regulations.

In some instances state permits may be required. Landowners are responsible for obtaining all necessary state permits pertaining to their particular project along with local permits. All septic and wastewater permits are issued through the State of Vermont and not approved at the local level.

The Planning Commission recently revised and updated the zoning regulations. These revised regulations were approved through separate public hearings by the Planning Commission and the Select Board. Final approval was completed on July 15, 2020. Revisions are made periodically in order to keep up with the current and future needs of the Town and to make them compliant with any new State laws. The board appreciates any suggestions, comments and ideas from Woodford tax payers and welcome all to attend any meetings. If you would like an electronic copy of these regulations or a zoning application, contact the Town Clerk or Zoning Administrator as noted above.