



# BUILDING PERMIT INFORMATION

## TOWN OF WOLCOTT

PO Box 100, Wolcott, VT 05680

[wolcottzone@pshift.com](mailto:wolcottzone@pshift.com)

The purpose of a Building Permit is to protect the health, safety and welfare of the public while ensuring individual and public rights. Our regulations are a guide to growth through planning to protect these rights. The intent of these bylaws is to detail the simplest procedures to develop in a manner to achieve that goal.

- **Permits are required for, but not limited to:** The construction, conversion, relocation, or enlargement, including the height of any building and the replacement of a mobile home. Any mining, excavation or landfill. Any change in use of any structure or land or part thereof.
- **Permits are not need for:** Normal maintenance and repair of an existing structure that does not result in any change of use, footprint, height or increase in wastewater generation. Structures under 150 square feet. Ponds, fences, landscaping and accepted agricultural practices. Demolition of structures.
- **State Wastewater Regulations.** If you are using or planning to use your building for more than 3 consecutive weeks or more than 60 days a year. **You will need an approved and installed potable water and wastewater system.** Failure to comply will void your permit. Remember we are concerned with the health, safety and welfare of the public.
- **Other Wastewater Needs.** Any additions, alteration or change of use that increases wastewater generation will need a new or amended wastewater permit.
- **Site sketch.** We are not concerned with the “looks” of your project; you do not need to draw it. We are concerned with the location, the distance to property lines, roads and rivers. Please provide a site sketch of your property showing the boundary lines, the location of your project with the distance to property lines, road and rivers. Include if you can, the location of major outbuildings, well and septic.
- **Flood Hazard Area.** In addition to the requirements above you shall include the following;  
A copy of the elevation certificate.  
All flood proofing certifications required issued by the State of Vermont Floodplain Coordinator or a registered engineer, that the flood-proofed structure meets flood-proofing criteria.

**This is only an outline, please read Section 3.01 Zoning Permits in the Wolcott town regulations.**



# APPLICATION FOR BUILDING PERMIT

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PERMIT # \_\_\_\_\_ Application Date Received \_\_\_\_\_ Fee Paid \_\_\_\_\_ Recording Fee \_\_\_\_\_

### Parcel location information

911# \_\_\_\_\_ Physical location \_\_\_\_\_ Deed: Book \_\_\_\_\_ Page \_\_\_\_\_

### Permit applicant information

Name \_\_\_\_\_ Mailing address \_\_\_\_\_

Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone or Cell# \_\_\_\_\_

### Parcel Owners Information (if different from applicant)

Name \_\_\_\_\_ Mailing address \_\_\_\_\_

Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone or Cell# \_\_\_\_\_

Proposed Use: *(please check all that apply)*

New Construction \_\_\_\_\_ Renovation \_\_\_\_\_ Accessory Use \_\_\_\_\_ Change of use \_\_\_\_\_ Estimated Cost \_\_\_\_\_

Project Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/We pledge that the information provided is true and accurate to the best of my/our knowledge. I/we also understand that in the event of misrepresentation this application shall be null and void. I/We grant permission to the Zoning Administrator to enter our property for inspection pertaining to this permit.

**Landowners**

**Applicant**

***This permit is conditioned on all applicable state permits being issued.***

### FOR TOWN USE ONLY

Parcel ID # \_\_\_\_\_ Zoning District \_\_\_\_\_ Acres in Parcel \_\_\_\_\_ Frontage \_\_\_\_\_ Survey \_\_\_\_\_

Access, Pre-existing \_\_\_\_\_ Pending \_\_\_\_\_ Approved \_\_\_\_\_ Building Size sq ft \_\_\_\_\_ # Rooms \_\_\_\_\_

# Bedrooms \_\_\_\_\_ # Baths \_\_\_\_\_ # Stories \_\_\_\_\_ Water & Septic \_\_\_\_\_ # Existing buildings \_\_\_\_\_

Approved By/Date \_\_\_\_\_ Effective Date \_\_\_\_\_ Renewed \_\_\_\_\_ Expired \_\_\_\_\_

Denied /Reasons \_\_\_\_\_

**Please draw or attach a site plan sketch with the project location and property setbacks on the reverse side.**