

CHECKLIST FOR FAIRLEE ZONING PERMITS

The following is an outline of the normally required permits to develop in Fairlee. Please be aware that some projects may require state approval, i.e., Public Building Permits (example: 2 apartments or septic increase, etc.); Act 250 approval; Dept. of Water Resources; Labor and Industry, etc. References to the appropriate section(s) of the Fairlee Zoning Regulations follow each permit heading. The Zoning Administrator will be able to answer most questions, or direct you to someone who can.

I. SELECTBOARD/BOARD OF HEALTH

A. ACCESS PERMIT (TOWN HIGHWAYS) (Sect. 4.4. *This may also be reviewed by the Planning Commission. For access on state highways, apply to State of Vermont.*)

- _____ Application: Form AP-1
- _____ Pay fee: \$25.00 + \$10.00 recording fee
- _____ Provide a plan as per application.

B. TOWN WATER HOOKUP

- _____ Application
- _____ Pay fee: \$1,500.00

C. WORK IN RIGHT OF WAY

- _____ Application: Form AP-2
- _____ Pay fee: \$10.00 + \$10.00 recording fee

II. THE ZONING ADMINISTRATOR

A. ZONING/BUILDING PERMIT (Sect. 5.3)

- _____ Application: Forms A-1 and Z-1
- _____ Pay fee: \$35.00 + \$10.00 recording fee
- _____ Provide a site plan as per application
- _____ Obtain Access & Sewage Permits. *Note: A Zoning Permit will not be issued until these permits have been approved (Sect. 5.2).*

III. DEVELOPMENT REVIEW BOARD

A. ZONING VARIANCE (Sect. 5.7)

- _____ Application: Forms A-1 and VAR1
- _____ Pay fee: \$75.00 + \$10.00 recording fee
- _____ Provide a site plan as per application for Zoning Permit (see Form Z-1).

B. CONDITIONAL USE PERMIT (Sect. 5.6)

- _____ Application: Forms A-1 and CU-1
- _____ Pay fee: \$75.00 + \$10.00 recording fee
- _____ Provide a site plan as per application

C. APPEAL (Sect. 5.11)

- _____ Application: Forms A-1 and APPL-1
- _____ Pay fee: \$75.00 + \$10.00 recording fee
- _____ Provide all relevant data

D. SITE PLAN APPROVAL (Sect. 5.8 and 5.9) Required for all commercial or industrial uses, public or quasi-public uses, including parking facilities and multi-family dwellings.

- _____ Application: Forms A-1 and S-1
- _____ Pay fee: \$100.00 plus project cost x 0.001
- _____ Provide a site plan as per application.

E. SUBDIVISION APPROVAL (Subdiv. Reg. Sect. 1.2)

- _____ Application: Forms A-1 and SUB-1
- _____ Pay fee: \$100.00 + \$10.00 recording fee
- _____ Provide required data.