

INSTRUCTIONS TO FILL OUT ZONING APPLICATION

1. Fill out all non-shaded areas. The shaded area will be filled out by the town.
2. Include a detailed legible description of what you are doing and include a separate sheet of paper if there is insufficient space.
3. If you are adding bedrooms or new residential construction or new plumbing fixtures completely fill out the wastewater and water section. If this section is not applicable state that it is not.
4. Review the fee schedule but confirm the fees with the Zoning Administrator before submission of any fees.

5. Attach a site plan* showing an aerial view of your property. This information needs to include the following:

***A site plan, no smaller than 8.5" x 11", drawn to scale, that depicts the following:**

(NOTE: This website may be helpful: <https://www.axisgis.com/DanvilleVT>)

- A) the dimensions of the lot, including existing property boundaries,
- B) the location, footprint and height of existing and proposed structures or additions,
- C) the location of existing and proposed access(es) (curb cuts), driveways and parking areas,
- D) the location of existing and proposed easements and rights-of-way,
- F) existing and required setbacks from property boundaries, road rights-of-way, surface waters and wetlands,
- G) the location of existing and proposed water and wastewater systems,

Depending on the complexity of the application and/or whether it needs to be heard by the DRB, then these other considerations may be required:

- A) names and addresses of abutting property owners,
- B) proposed erosion and sedimentation control measures to be undertaken,
- C) snow and waste removal,
- D) VTrans highway access permit if the project requires site plan review, and
- E) other such information the Zoning Administrator requires to determine conformance with these regulations.

6. Applicants and all owners need to sign the application

Note: Applications without this information may be deemed incomplete.