

Permit Number: \_\_\_\_\_  
Parcel Number: \_\_\_\_\_

Name of Person Applying for Permit: \_\_\_\_\_  
 Applicant's Mailing Address: \_\_\_\_\_  
 Applicant's Home Phone #: \_\_\_\_\_ Applicant's Business Phone #: \_\_\_\_\_  
 Is the Applicant the owner of the property: \_\_\_\_\_ Yes \_\_\_\_\_ No. If "No" Then:  
 Name of Property Owner: \_\_\_\_\_  
 Property Owner's Mailing Address: \_\_\_\_\_  
 Owner's Home Phone #: \_\_\_\_\_ Owner's Business Phone #: \_\_\_\_\_

1. What is the 911 address of the Property? \_\_\_\_\_

2. What zoning district is the property in?  
 North Westminster Village \_\_\_\_\_ Westminster Station \_\_\_\_\_ Residential (2acre) \_\_\_\_\_  
 Westminster West Village \_\_\_\_\_ Commercial \_\_\_\_\_ Rural Residential (5 acre) \_\_\_\_\_  
 Westminster Village \_\_\_\_\_ Industrial \_\_\_\_\_ Resource Conservation \_\_\_\_\_

3. Is your property in on of the overlay districts?  
 Agricultural Overlay District? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Historic District? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Flood Protection District? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Ridgeline Protection District? Yes \_\_\_\_\_ No \_\_\_\_\_  
*If your property is in an overlay district we need additional information. Please call Town Hall for Assistance.*

4. Proposed Subdivision  
 a. I am applying for a: \_\_\_\_\_ Major Subdivision \_\_\_\_\_ Minor Subdivision  
 b. Number of Lots: I want to create \_\_\_\_\_ lots from my existing lot  
 c. I will be creating new rights-of-way in relation to this subdivision Yes \_\_\_\_\_ No \_\_\_\_\_  
 d. Please describe your current lot

	# of Acres	Frontage	Proposed Use

e. Please describe all proposed lots: Use additional sheets if necessary

	# of Acres	Frontage	Proposed Use
Lot 1			
Lot 2			
Lot 3			
Lot 4			
Lot 5			

5. Survey  
 A survey meeting the requirements of Subdivision Regulation Article V, Section 1 (for minor Subdivisions) Article V, Section 3 (for Major Subdivisions) or Zoning Ordinance Section 126 (2) (for Creation of 2 lots from 1 lot) is attached to this application. Yes \_\_\_\_\_ No \_\_\_\_\_  
*Please call the town hall if you need more information concerning survey requirements*

6. Fees *please call town hall with any questions about which fees apply to your project.*

Base Fee:	\$50	\$ _____
Development Review Board	\$100	\$ _____
Surcharge for Major Subdivisions and PUD	\$50	\$ _____
Recording Fee	\$15	\$ _____
Total		\$ _____

7. **Age of Parcel** This parcel was created by subdivision less than 5 years ago. \_\_\_\_\_Yes \_\_\_\_\_No
8. **Previous Subdivisions** How many subdivisions have been granted for this parcel in the last 5 years? \_\_\_\_\_
9. **Abutter Information** Please provide the following information for all parcels that border yours.

Name	Mailing Address
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____



**Before signing your application:**

- Have you answered all the questions in this application?
- Does your plot plan include all of the requested information?
- Have you provided all requested supplemental information?
- Have you included all abutter information?

To determine if a State permit is required contact:  
 Springfield Regional Office: (802) 885-8848 or [Delores.kuhn@state.vt.us](mailto:Delores.kuhn@state.vt.us)

- I request a permit for the project described in the application, and grant the Town Officials permission to access my property for inspection purposes.
- I understand that if I do not complete my project within the prescribed time I will need to apply for an extension or apply for a new permit.
- I understand that any misrepresentation contained in this application, intentional or not, will invalidate my permit.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Land Owner's Signature

\_\_\_\_\_  
 Date

**YOUR RIGHT TO APPEAL**

Any interested person, as defined in State Statutes, may appeal any decision of the Development Review Board to the Environmental Court within 30 days of such decision. Any decision of the Zoning Administrator may be appealed within 15 days of such decision.



