

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. Describe Proposed Project:

5. Conditional Use Criteria:

On a separate sheet of paper please address the impact of the proposed project under the following criteria:

A. Describe the impact of the project on the character of the area and neighboring areas (e.g. explain why your project is consistent with other uses in the area, explain how your project fits in with existing development, discuss what signs, lighting, and landscaping are planned for the project and how this will affect the character of the neighborhood, and provide information about any odors, dust, fumes etc. that may be created as a result of the proposed project, and any measures proposed to address impacts on neighboring areas)

B. Describe the impact of your project on traffic roads and highways in the vicinity of the project, and discuss plans for parking and other measures to address vehicular circulation between the site and roads

C. Describe the impact of the project on the zoning bylaws in general (e.g., does it meet all zoning bylaws)

D. Demonstrate that the project is consistent with the goals and objectives of the Town Plan.

E. Submit a sketch of your project that includes: your property lines Measurements of your lot, Name of abutters, and distance from the proposed construction to your property lines.

Permit Number:

Parcel Number:

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

Base Fee:	
For construction projects estimated to cost \$500 or less (\$25)	\$ _____
For all other projects (\$50)	\$ _____
Development Review Board (\$100)	\$ _____
Surcharge for Major Subdivisions and PUD (\$50)	\$ _____
Recording Fee (\$15)	\$ _____
 Total	 \$ _____



Before signing your application:

- Have you answered all the questions in this application?
- Does your sketch include all of the requested information?
- Have you provided all requested supplemental information?

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 of Adjustment 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.

ADMINISTRATIVE USE ONLY		
Received on: _____	Inspected on: _____	Fee Paid <input type="checkbox"/> Yes <input type="checkbox"/> No
ZA Action: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Referred to: <input type="checkbox"/> DRB <input type="checkbox"/> HRB	Date _____
DRB Action: <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____		
Permit Issued On: _____	_____	_____
Administrative Officer Signature		Date