

Guide to Zoning Permits

When is one required? The short answer is to ask the Zoning Administrator. Common zoning violations are a result of your contractor's claim a permit is not necessary and work can begin in two weeks; retailer delivers the pre-fab garage in one week; your neighbor "Okays" your project. Note – the property owner is the only party liable for a zoning violation. There are now additional fees for starting a project prior to its effective date along with possible penalties.

Specific list of exemptions to obtaining a Town permit. These may be reviewed on the Town Website www.wallingfordvt.com on the Documents page. Click on **planning and zoning documents** then click on **Zoning Regulations Adopted 8/17/15** and find Article IV "General Regulations" pages 13-14. If your construction project does not clearly qualify as an exemption, a local zoning permit is required. By state statute, a permit is not effective until a minimum 15 day warning/notice period has expired without an appeal by an interested party. Please schedule your construction accordingly.

Any "structure" with a footprint over 120 square feet will likely require a permit. This includes pools, sheds, shipping containers, frame and fabric tents, or any other "assembly of materials" that occupy the land on a long term basis, i.e. longer than 12 months. Most signs are subject to zoning permit approval.

All structures (exempt or permitted) must conform to required setbacks from boundary lines (a minimum of 10 feet, but vary with location). These include setbacks from the edge of road right of ways (ROW). Most town roads have a 49.5 foot ROW. This generally means your structure should be a least 30 feet from the center of the town road. Check with VTrans District 3 for state ROW setbacks and permit requirements.

Zoning Administrator Hours. Fridays from 8:00 a.m. to 11:30 a.m. or by appointment. Telephone 446-2974 or email zoning@wallingfordvt.com Permit forms available at Town Hall or on the documents page of the website www.wallingfordvt.com