



# Charlotte Planning & Zoning

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Charlotte, VT. 05445

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## Planning & Zoning Permit Application

Use for **ALL** Planning & Zoning Permit Applications. See relevant Checklist and Questionnaire for specific requirements.

Project Location: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

Property Owner: \_\_\_\_\_

Applicant: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

City, ST, Zip: \_\_\_\_\_

City, ST, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

I am the owner and certify all information on this form and additional forms are correct to the best of my ability. I Duly authorize the applicant (if needed) to act on my behalf for all matters pertaining to the permit process.

If authorized I certify all information on this form and additional forms are correct to the best of my ability.

Existing use of property: \_\_\_\_\_

Proposed use of property: \_\_\_\_\_

Description of Proposed Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Specific Property Information

District: \_\_\_\_\_ Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Parcel ID: \_\_\_\_\_ Lot Size: \_\_\_\_\_

- Within 30 days of submission, the permit application shall be reviewed for completeness, and if complete, will be processed administratively or referred to the proper Board for review.
- Decisions are subject to an appeal period. (15 days for administrative; 30 days for Board Decisions)
- If you require assistance completing this or other forms, visit or call the Planning & Zoning office.

Office Use Only: Date Received: \_\_\_/\_\_\_/\_\_\_

Type: Basic \_\_\_ Conditional Use \_\_\_ Variance \_\_\_ Appeal \_\_\_ Site Plan \_\_\_ Sketch Plan \_\_\_ Boundary \_\_\_

Check #: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Permit # \_\_\_\_\_ Hearing Date: \_\_\_/\_\_\_/\_\_\_

Warning: Date Published \_\_\_/\_\_\_/\_\_\_ Date Sent \_\_\_/\_\_\_/\_\_\_ (Applicant, Neighbors)

Staff Report: \_\_\_/\_\_\_/\_\_\_ Date Hearing Closed: \_\_\_/\_\_\_/\_\_\_ 45 Day Deadline: \_\_\_/\_\_\_/\_\_\_

Ver