**Town of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Vermont**

**Flood Hazard Area Permit Application**

Parcel ID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Permit No.\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Property Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner (if not the same as applicant) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Describe what you are applying for. Include dimensions of any new structures, additions to structures, or structures to be repaired or improved. Use separate sheet if needed.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **Provide a sketch of what you are applying for on a separate sheet.** Draw a lot outline and show all existing and proposed structures, roads, driveways, parking areas, wells, septic systems, bridges, culverts within that lot.

**Property Owner:** The undersigned property owner herby certifies that all information submitted on or with this application is true and accurate, consents to its submission, and understands that if the application is approved, the permit and any attached conditions will be binding on the property. Further, the undersigned authorizes the Administrative Offices access, at reasonable times, to the property covered by the permit issued under this application, for the purposes of ascertaining compliance with the permit.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner’s Signature Date

**Applicant (if not the property owner):** The undersigned applicant hereby certifies that all the information submitted on or with this application is true and accurate.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s Signature Date

**For Completion by Administrative Officer**

Date application received: \_\_\_/\_\_\_/\_\_\_ Date application deemed complete: \_\_\_/\_\_\_/\_\_\_

* No permit required (no permit fee)
  + Structure is outside of mapped flood hazard areas
  + Road maintenance with no increase in grade
  + Open space, forestry, or agricultural use
  + Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Administrative Permit (permit application fee received: $\_\_\_\_\_\_\_)
* Non-substantial structural improvement
* Small accessory structure
* Building utilities
* At grade parking for existing buildings
* Recreational vehicle
* Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Conditional Use Permit (application fee $\_\_\_\_\_ plus hearing fee $\_\_\_\_\_ received)

Date complete application sent to Vermont NFIP Coordinator for review \_\_\_/\_\_\_/\_\_\_

Board of Adjustment Hearing Date \_\_\_/\_\_\_/\_\_\_

Board of Adjustment Decision Date \_\_\_/\_\_\_/\_\_\_

* Permit Denied for the following reasons: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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* Permit Granted with following conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Administrative Officers Signature Date