



# Department of Planning and Zoning

149 Church Street, City Hall  
Burlington, VT 05401-8415  
Phone: (802) 865-7188  
Fax: (802) 865-7195

[www.burlingtonvt.gov/pz](http://www.burlingtonvt.gov/pz)

## Non-Applicability of Zoning Permit Requirements

This form is a written verification from the Department of Planning and Zoning that based upon the description and statement given by the owner/applicant, a zoning permit is not applicable or required for the proposed project. Please submit this form, **with photograph(s)** of the area(s) where work is proposed, to the Planning and Zoning Office.

**NOTE: THIS IS NOT AN APPROVAL TO START WORK.**

**CONSTRUCTION PERMITS WILL ALSO BE REQUIRED FROM THE DEPARTMENT OF PUBLIC WORKS AT 645 PINE STREET. VISIT THE OFFICE OR CALL 802-863-9094**

**PROJECT LOCATION ADDRESS:** \_\_\_\_\_

<b>PROPERTY OWNER*:</b> _____ <small>*If condominium unit, written approval from the Association is also required</small>	<b>APPLICANT :</b> _____
<b>POSTAL ADDRESS:</b> _____	<b>POSTAL ADDRESS:</b> _____
<b>CITY, ST, ZIP:</b> _____	<b>CITY, ST, ZIP:</b> _____
<b>DAY PHONE:</b> _____	<b>DAY PHONE:</b> _____
<b>EMAIL:</b> _____	<b>EMAIL:</b> _____
<b>SIGNATURE:</b> _____ <small>I am the owner. In addition, I duly authorize the applicant (if noted) to act on my behalf for all matters pertaining to this application.</small>	<b>SIGNATURE:</b> _____

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

**Existing Use of Property:**    Single Family    Multi Family: \_\_ Units    Other: \_\_\_\_\_

**Proposed Use of Property:**    Single Family    Multi Family: \_\_ Units    Other: \_\_\_\_\_

**OFFICE USE ONLY** Zone: \_\_\_\_\_ Eligible for Design Review? \_\_\_\_\_ Year Constructed? \_\_\_\_\_ Property Size? \_\_\_\_\_

**Based upon the above description, the proposed work does not require a zoning permit for the following reason(s):**

Project constitutes repair/maintenance or replacement in-kind.

Project is exempt from Zoning Permit requirements per Section 3.1.2(c)1 of the Zoning Ordinance.

Other: \_\_\_\_\_

**Reviewed and approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Additional Notes: \_\_\_\_\_

\_\_\_\_\_

Non Applicability Reference #: \_\_\_\_\_