

Section 1602: Zoning Permits: General

- A. No building construction or land development may commence and no land or structure may be devoted to a new or changed use within the municipality without a zoning permit duly issued and a Certificate of Occupancy issued-

The issuance of a zoning permit does not relieve the applicant's responsibility from obtaining any other required State or Federal permits or approvals as necessary.

- B. All applications shall be submitted to the Zoning Administrator on forms furnished by him/her and shall be accompanied by two copies of a sketch plan, showing the dimensions of the lot to be built on, location of the building and accessory buildings to be erected, a surveyor's plot plan of the property, if available, and such other information as may be necessary to determine and provide for the enforcement of this Regulation.
- C. An application for any permit shall be accepted by the Zoning Administrator only if it is complete and is accompanied by cash in the correct amount, or a check or money order made out to the Town of Poultney for the amount of the specified fee, as established and reviewed by the Board of Selectmen from time to time, and any other approvals required by these regulations including copies of all approved State permits required for the requested use(s).

D. Upon completion of construction and / or change of use, the applicant shall request a Certificate of Occupancy by submitting in writing to the Zoning Administrator a signed attestation that all constructions is in full conformity with plans submitted with the approved application, and all terms and conditions contained in permit approval required by the Development Review Board. The Zoning Administrator may conduct an on-site inspection to verify such compliance.