



APPLICATION FOR PERMITTED USES
FLOOD HAZARD AREA OVERLAY
TOWN OF HARDWICK
PO Box 523, Hardwick, VT 05843
(802) 472-1686

Zoning.administrator@hardwickvt.gov

FOR TOWN USE ONLY

Application Number: _____ Tax Map Number _____ Flood Zone _____
Zoning District _____
Date Application Received ____/____/____ Fee Paid \$ _____ Date Paid ____/____/____

Please provide all of the information requested in this application. Failure to provide all required information will delay the processing of this application. Submit the completed application.

Applicant(s):

Name(s): _____
Mailing Address: _____
Telephone(s) Home: _____ Work: _____ Cell: _____
E-Mail: _____

Landowner(s) (if different from applicant(s)):

Name(s): _____
Mailing Address: _____
Telephone(s) Home: _____ Work: _____ Cell: _____
E-Mail: _____

Physical Location of Property (911 address):

Base Flood Elevation (If Known)

Proposed Use/Development in the Flood Hazard Area Overlay *(please check all that apply):*

- Accessory Structures (of 500 square feet or less, outside of floodway)
- Non-substantial exterior improvements to existing structures (outside of floodway).
- Other (please describe): _____

Estimated Value of Project: \$ _____ **In the Flood Hazard Area Overlay, the application must have a detailed account of the expenses in the project. Please attach a list with labor and materials for all included repairs and/or renovations. A list of included and excluded costs is attached to the end of this application.**

Other Permits or Verifications Which May Be Necessary:

- State Potable Water and Wastewater Permits - _____
- Town of Hardwick Water and/or Sewer Connection Verification - _____
- Site visit approval **Application cannot be approved until after site visit by the zoning administrator.**
Schedule site visit when completed application is submitted. *Visit Waived* _____
- Local utility company has been consulted - [] yes [] no _____

Property Description:

Acreage in lot _____

Feet of Road Frontage _____

Setbacks:	Front _____ (to center of road)	Left Side _____
	Right side _____	Rear _____
	Rivers/Streams _____	Wetlands _____
	Accessory Structure _____	Lakes _____

Dimensions of Existing Buildings:

Existing:

Length _____ No. of Stories _____

Width _____

Height _____

Sketch a floor plan or diagram showing the dimensions of the proposed building, addition or alteration. (This should show the rooms in the inside of the building, including both upstairs and downstairs if there is more than one floor.)

Accessory Structures which are 500 square feet or less which represent a minimal investment need not be elevated to the base flood elevation, provided the structure is placed on the building site so as to offer the minimum resistance to the flow of flood waters and meet the requirements of 5.3 (G)(6).

Accessory Structures must meet all of the following requirements:

- The Accessory Structure must be less than 500 square feet . Square footage of proposed _____
Verified by ZA _____
- The Accessory Structure must be outside of floodway. *Verified by ZA _____.*
- The Accessory Structure must be solely used for parking of vehicles, storage, or building access, and such condition shall be clearly stated on the permit. *Verified by ZA _____.*
- The Accessory Structure must meet or exceed the following minimum criteria: a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, valves or other cover coverings or devices provided that they permit the automatic entry and exit of floodwaters.

Please use the space below to sketch proposed openings and describe how they will function.

Verified by ZA _____

- The Accessory Structure must be designed, operated, maintained, and adequately anchored to prevent flotation, collapse, or lateral movement of the structure.

Please use the space below to sketch proposed anchors for the Accessory Structure.

Verified by ZA _____

- The Accessory Structure must be constructed with materials resistant to flood damage.

Please use the space below to list proposed materials. *Verified by ZA _____.*

The Accessory Structure must be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

Please use the space below to describe the location of these systems (if applicable).

Verified by ZA _____.

Sketch or attach a general plot plan showing the following:

1. Dimensions of the lot, including existing and proposed property boundaries;
2. The location, footprint, and height of existing and proposed structures and additions;
3. The location of existing and proposed easements, rights-of-way and utilities (including water and sewer);

Please note: Applicants are responsible for identifying the accurate location of rights-of-way. Please verify that your proposed structure or development will not be located within a right-of-way easement. You can verify the location of a power line easement by contacting your local utility company. Be aware that local utility companies do have different requirements for development in powerline easement rights-of-way.

4. The location and setbacks from property boundaries, rights-of-ways, surface waters, and wetlands;
5. Location and names of roads and streets abutting the property;

Permission to Enter Property & Applicant Certification Signatures

Signing of this application authorizes Town Personnel to enter onto the premises for the purpose of verifying information presented.

The undersigned hereby certifies that the information submitted in this application regarding the above property is true, accurate and complete and that I (we) have full authority to request approval for the proposed use of the property and any proposed structures. I (we) understand that any permit will be issued in reliance of the above representations and will be automatically void if any are untrue or incorrect.

The undersigned understand that additional information, such as a survey of the property or expert testimony may be required for review and consideration of this application by the Zoning Administrator and, that, upon my written authorization, fees for such additional information shall be my responsibility.

The permit will expire and become null and void within 2 years from the date of issuance if the permitted development has not commenced.

Construction may not be started until 15 days from the date of approval.

Signature of Applicant(s) _____ Date _____

Signature of Landowner(s) _____ Date _____

Note: Failure to develop your property in accordance with your application and any conditions of this permit may result in an enforcement action and may affect your ability to sell or transfer clear title to your property.

Appeal from a decision or act of the Zoning Administrator must be made in writing to the Development Review Board, c/o the Town Clerk's Office at the address shown above, with the appropriate fee, within 15 days of the decision or act. Failure to appeal this decision will mean that all interested persons are bound by this decision and will foreclose these persons from contesting this decision either directly or indirectly in the future. **This permit shall not take effect until the time for such appeal has passed.**

Please note that this is only a local permit and state permits may be needed for your project. Please contact the state Permit Specialist at (802) 477-2241 or jeff.mcmahon@vermont.gov .

FOR ZONING ADMINISTRATOR USE ONLY		
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Referred to the Development Review Board
Date _____	Signature _____	
Remarks and/or Conditions: _____		
Date of Approval or Denial by Development Review Board: _____		
Applicant/Landowner Received a Copy of the Applicable Building Energy Standards: _____ (Date) _____		
Applicant/Landowner Did NOT Need to Receive a Copy of the Applicable Building Energy Standards (Due to the fact that the structure will not be heated or cooled): _____ (Date) _____		

FEMA National Floodplain Insurance Program (NFIP)

Guidelines for Construction Cost Estimates

Improvement Costs That Must Be Included

- **All Structural Elements, including but not limited to:**
 - Spread or continuous foundation footings and pilings
 - Monolithic concrete slab foundations
 - Bearing walls, tie beams, and trusses
 - Wood or reinforced concrete decking or roofing
 - Floors and ceilings, including insulation
 - Attached decks, stairways, and porches
 - Interior partition walls
 - Exterior wall finishes
 - Windows and doors
 - Roof sheathing
 - Roof re-shingling or re-tiling
 - Roof dormers
 - Balconies
 - Hardware

- **All Interior Finish Elements, including but not limited to:**
 - Floor cover such as tile, wood, vinyl, carpet, marble, etc.
 - Wall and ceiling finishes such as drywall, painting, stucco, plaster, wood paneling, marble, etc.
 - Kitchen, utility, bathroom and garage cabinets and counter tops
 - Built-in bookcases, cabinets, entertainment centers, aquariums, bars, wine racks, etc.

- **All Utility and Service Equipment, including but not limited to:**
 - HVAC equipment including ducting, boilers, chillers, etc.
 - Plumbing services including water heaters, sinks, fixtures, toilets, showers, tubs, etc.
 - Electrical services including light fixtures, ceiling fans, etc.
 - Built-in appliances including dishwashers, ovens, ranges, garbage disposers, trash compactors, etc.
 - Security and fire alarms, and fire suppression systems
 - Central vacuum systems
 - Water filtration, conditioning or recirculation systems

- **Donated or Discounted Materials**
 - The value of donated or discounted materials must be included at their full market value and estimated as though they were purchased during a normal market transaction.

- **Self or Volunteered Labor**
 - The value of self or volunteered labor must be estimated at prevailing wages for the appropriate type of construction wage scale.

- **Miscellaneous Costs That Must Be Included:**
 - Labor and other costs associated with demolishing, removing, or altering of building components
 - Overhead and profit

Guidelines for Construction Cost Estimates

Improvement Costs That May Be Excluded

➤ **Costs of Improvements to Correct Existing Violations**

Violations of state or local health, sanitary or safety codes may be excluded only if:

- 1) A regulatory official was informed and knew the extent of the code related deficiencies; AND...
- 2) The deficiency was in existence prior to the damage event or improvement.

Note: Only the “minimum necessary” to assure safe living conditions may be excluded from the improvement cost.

For clarification, contact your FEMA planner and/or DWR Floodplain Management specialist.

➤ **Debris Removal and Clean-up Costs**

- Debris removal
 - Removal of debris from building or lot
 - Dumpster rental
 - Transport fees to landfill
 - Landfill dumping fees
- Clean-up
 - Dirt and mud removal
 - Building dry-out, etc.

➤ **Outside Improvements**

- Landscaping
- Sidewalks
- Fences
- Yard lights
- Swimming pools
- Screened pool enclosures
- Sheds
- Gazebos
- Detached structures, including garages
- Landscape irrigation systems
- Wells and septic systems

➤ **Items Not Considered Real Property**

- Throw rugs
- Furniture
- Refrigerators
- Other contents not connected/attached to, or part of, the structure

➤ **Other Excludable Costs**

- Plans and specifications
- Surveys
- Permit fees