

Town of Londonderry, Vermont
****FREQUENTLY ASKED ZONING QUESTIONS****

Do I Need a Zoning Permit?

The Londonderry Zoning Bylaw specifies what permits and approvals must be secured **before** a person or business may begin development activities. This FAQ is only a **summary** of zoning laws in Londonderry, the full version can be found on the Town's website (www.londonderryvt.org) or at the Town Office. Anyone who wishes to make changes to his or her property or who has questions about the zoning district in which the property is located should contact the Town's zoning administrator (802 824-3356) before beginning work. The Zoning Administrator is here to help. Changes to one's property that are not permitted under the Zoning Bylaw may have to be modified or even undone at the expense of the property owner.

Activities **generally requiring a permit** include but may not be limited to:

- New buildings
- Building additions
- Porches, decks and similar structures
- Ponds
- Pools
- Accessory dwellings
- Signs
- Change of use
- Major grading
- Mixed use
- Subdivisions
- Boundary Line Adjustments
- Projects that increase total floor space or height
- Driveways
- Garages

A Zoning Permit is **not generally required** for the following:

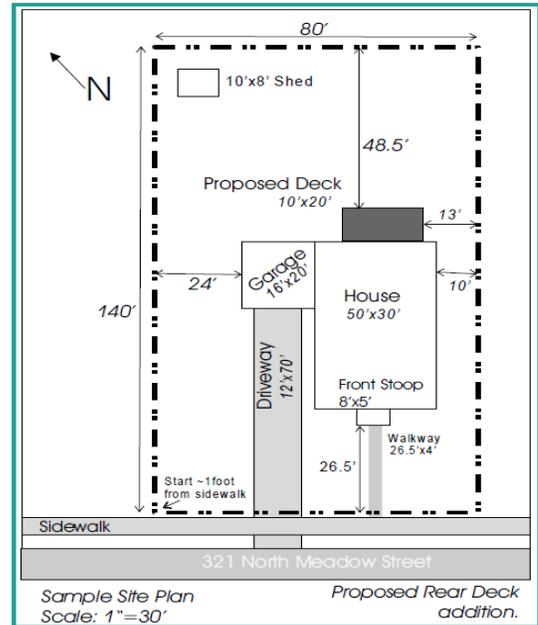
- The normal maintenance and repair of existing structures, utilities and infrastructure which does not result in any change to the footprint or height of a building, nor result in a change of use.
- Residential entry stairs (excluding decks and porches), handicap ramps, walkways, and fences or walls less than six (6) feet in height which do not obstruct public rights-of-way or interfere with corner visibility or sight distances for vehicular traffic.
- Minor grading and excavation associated with road and driveway maintenance (including culvert replacement and resurfacing), and residential lawn and yard maintenance (e.g., for gardens or landscaping).
- Outdoor recreational facilities on one's own property which do not involve or require the development, construction or use of structures or parking areas (e.g., walking, hiking, cross-country skiing and/or snow mobile trails).
- An accessory structure provided that it does not exceed a floor area of one hundred fifty (150) square feet and ten (10) feet in height, in a side or rear yard and at least five (5) feet from all property lines.
- Garage sales, yard sales, auctions or related activities not exceeding three (3) consecutive days, nor more than eight (8) days in any calendar year.
- A home office within a principal dwelling or attached garage which is carried on by a resident of that dwelling, and which involves no signs, public access or outdoor storage or displays.

What is a Site Plan? Is a Site Plan required?

A Site Plan is a to scale, bird's eye view of a property. A Site Plan is required for any development involving new buildings, building additions, driveways or parking changes, construction or enlargement of decks, patios, porches, change of use, etc. At minimum a Site Plan should include:

- The dimensions of the lot, including existing and proposed property boundaries;
- The location, footprint, and height of all existing and proposed structures and additions;
- The location and dimensions of existing and proposed accesses (curb cuts), driveways, and parking areas;
- The location of existing and proposed easements, rights-of-way, and utilities;
- Setbacks from property boundaries, road rights-of-way, surface waters, & wetlands;
- The location of existing and proposed water and wastewater systems.

Example of a site plan:



The Level of detail required in a Site Plan will be determined by the complexity of the permit being applied for.

How do I determine my property boundaries?

- Recorded surveys and legal descriptions in deeds are the best references for property boundaries.
- The Town tax map is not a survey. Tax maps are a reference tool only.
- Applicants may need to obtain a survey in order to proceed with a zoning application.
- A survey completed by a registered surveyor is the most accurate depiction of boundary lines.
- It is the responsibility of the applicant to obtain accurate boundary line information for their application.

What Is a Setback?

A “setback” (front, side and rear) is the horizontal distance from the property line to any structure or site improvement. The front yard setback is typically measured from the road right-of-way. When the location of the road right-of-way is unknown, the front yard setback can be measured 25 feet from the centerline of the road. The Town’s zoning regulations also require setbacks from streams and wetlands.

Can I build as soon as I obtain a zoning permit?

State law requires a 15-day appeal period after the permit is approved before construction can commence. In addition, you need to make sure that any other required permits from the Town and/or State are obtained.

Do I Need Any State Permits?

Permit Specialists are available in the Regional Offices to answer your questions about the State permit process. The Permit Specialist will advise you about needed state permits and will prepare a Project Review Sheet (PRS). The Project Review Sheet is a preliminary determination of not only environmental permits, but any state permits your project may need. It lists the agencies and departments and provides contact information. To contact the Permit Specialist serving the Town of Londonderry contact: [John Fay](mailto:john.fay@vermont.gov), Permit Specialist, 100 Mineral Street, Springfield, VT 05156, Telephone: 802-279-4747, Email: john.fay@vermont.gov.