

## FEE SCHEDULE

The following fees are set by resolution of the Town Board and may be changed from time to time in the same manner

<b>ZONING PERMIT</b>	
Residential	\$ 50.00
Porches, Decks, Swimming Pools, Ponds and the like.	\$ 10.00
Garages, Sheds less than 100 sq. ft.	\$ 25.00
Agricultural	\$ 50.00
Barns	\$ 25.00
Industrial/Commercial	\$100.00

<b>TEMPORARY USE PERMIT</b>	
Any type of Temporary Use	\$ 50.00

<b>SPECIAL USE PERMIT</b>		
▪ Essential Services	§1101	\$500.00 Initial
▪ Motor Vehicle Service Stations & Pub. Garages	§1102	\$ 50.00 Initial
▪ Home Professional Occupations	§1103	\$ 25.00 Initial
▪ Excavation Operations	§1104	\$250.00 Initial
▪ Private Air Strip	§1105	\$250.00 Initial
▪ Camping Grounds	§1106	\$250.00 Initial
▪ Not for Profit, Public, Semi-Public Uses Bldgs	§1107	\$ 50.00 Initial
▪ Kennels	§1108	\$ 75.00 Initial
▪ Rooming Houses	§1109	\$ 75.00 Initial
▪ Multiple Family Developments	§1112	\$100.00 Initial
▪ Wind Energy Conversion Device/Facility♦	§1115	\$500.00 Initial
▪ Commercial Communication Towers	§1116	\$500.00 Initial
▪ Junkyard	§1117	\$500.00 Initial
▪ Commercial Recreation	§1118	\$500.00 Initial
▪ Bed & Breakfast	§1119	\$ 50.00 Initial
▪ Raising of Fur Bearing Animals Swine or Poultry	§1120	\$ 50.00 Initial
▪ Cluster Residential Developments	§1121	\$250.00 Initial
▪ Home Based Business	§1122	\$ 50.00 Initial
▪ Home Occupation Major	§1123	\$ 50.00 Initial
▪ Parking of a Recreational Vehicle	§1124	\$ 10.00 Initial

▪ An initial fee is charged at the time the application is submitted. All special use permits will be reviewed annually by the Planning Board. Any substantial change in use or intensity of the special use will result in a subsequent application fee in the amount of \$10.00 with a subsequent site plan review by the Planning Board to consider such change.

♦ Fee is per megawatt of generating capacity for each anticipated device.

## TOWN OF MIDDLEBURY CERTIFICATE OF COMPLIANCE

**In accordance with Article III, Section 302(C) of the Zoning Law of the Town of Middlebury, it is unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or part thereof hereafter created, changed, converted or wholly or partly altered in its use until a Certificate of Compliance shall be issued therefor by the Zoning Officer stating that the proposed use of the building or land conforms to the requirements of the Zoning Law of the Town of Middlebury.**

Application Date: _____	Application No.: _____
Business Operator/Owner: _____	
Business Address: _____	
(City)	(State)
(Zip Code)	
Business Phone: (____) _____ - _____	Zoning Classification of Property: _____

Description of type of Business: \_\_\_\_\_

Office   
  Home Office   
  Retail   
  Warehouse   
  Wholesale

Total Sq. Ft. of Residence: \_\_\_\_\_ # of Non-Resident Employees: \_\_\_\_\_  
 Total Sq. Ft. Dedicated to Business: \_\_\_\_\_ # of Parking Spaces Provided: \_\_\_\_\_

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A Certificate of Compliance, issued based upon the above information, authorizes the above-listed type of business and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

**I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name/Title: \_\_\_\_\_

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***For Office Use Only:***

Application Reviewed:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Approved:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Fee Paid:  Yes  No If yes, amount: \$ \_\_\_\_\_  
 Comments: \_\_\_\_\_

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**COPIES:**  Applicant  Zoning Officer  Planning Board Chairman  Town Clerk

**TOWN OF MIDDLEBURY  
CERTIFICATE OF NON CONFORMING USE**

**In accordance with Article VII of the Zoning Law of the Town of Middlebury, the lawful use of land or buildings existing at the date of adoption of the Zoning Law may be continued although such use or building does not conform to the regulations specified by the Zoning Law for the zone district in which such land or building is located. A non conforming use must be maintained in full compliance with Article VII of the Town of Middlebury Zoning Law.**

Property Owner:	_____		
Address:	_____		
	(City)	(State)	(Zip Code)
Phone:	(____) ____-____		
Zoning District of Property:	<input type="checkbox"/> A	<input type="checkbox"/> R-R	<input type="checkbox"/> B <input type="checkbox"/> I <input type="checkbox"/> M-H <input type="checkbox"/> P-B <input type="checkbox"/> FP-O
Description of the Non Conforming Use:	<input type="checkbox"/> Building	<input type="checkbox"/> Land	<input type="checkbox"/> Other: _____
***** Photos Must Be Attached Documenting the Existing Non Conforming Use *****			

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**A Certificate of Non Conforming Use is hereby issued for the above described non conforming use. It does not relieve the certificate holder of the responsibility of complying with the balance of the Town of Middlebury Zoning Law.**

**I hereby certify that I have read, examined and understand that this certificate documents the non conforming use occurring on my property and know the same to be true, correct and to the best of my knowledge.**

\_\_\_\_\_  
Signature of Certificate Holder

\_\_\_\_\_  
Print Name/Title

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Zoning Officer

\_\_\_\_\_  
Print Name/Title

Dated: \_\_\_\_\_

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***For Office Use Only:***

**COPIES:**    Certificate Holder    Zoning Officer    Town Clerk

# TOWN OF MIDDLEBURY ZONING PERMIT APPLICATION

**In accordance with Article III, Section 301 of the Zoning Law of the Town of Middlebury, the Zoning Officer is empowered to issue zoning permits to all applicants who fully comply with all provisions of the Town of Middlebury Zoning Law.**

Application No.: _____	Application Date: _____
Tax Map No.: _____	
Owner: _____	Phone Number: _____
Address: _____	
(Street)	(City) (State) (Zip Code)
Applicant: _____	Phone Number: _____
Address: _____	
(Street)	(City) (State) (Zip Code)

Present Use of Land: \_\_\_\_\_ Intended Use of Improvements: \_\_\_\_\_

Type of Work:  Garage  Sign  Driveway  Sidewalk  Home/Addition  
 Fence  Barn  Porch/Deck  Parking Lot  Pool  Other: \_\_\_\_\_

I propose to do the following work: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Plans (required) Attached:  Yes  No Number of Sheets: \_\_\_\_\_ Value of Work: \$ \_\_\_\_\_  
 Survey Map (required) Is it attached?:  Yes  No

A Zoning Permit, issued based upon the above information, authorizes the above-listed type of work and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

**I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name/Title: \_\_\_\_\_

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***For Office Use Only:***

Application Reviewed:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Approved:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Fee Paid:  Yes  No If yes, amount: \$ \_\_\_\_\_  
 Comments: \_\_\_\_\_

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**COPIES:**  Applicant  Zoning Officer  Assessor  Town Clerk  Pln. Bd. & ZBA Chairmn(s)

**TOWN OF MIDDLEBURY**  
**TEMPORARY USE PERMIT APPLICATION**

**In accordance with Article III, Section 302(B), and upon written direction of the Town Board of the Town of Middlebury, the Zoning Officer is hereby empowered to issue a temporary use permit. A temporary use permit shall only be effective for a period of not to exceed six (6) months. Said permit may be extended by the Zoning Officer, not more than once, for an additional period not to exceed six (6) months.**

Application Date: _____	Application No.: _____
Tax Map No.: _____	Zoning Classification of Property: _____
Owner: _____	Phone Number: _____
Address: _____	City, State, Zip: _____

1. State the specific temporary use requested and why it is needed: \_\_\_\_\_
2. Does the request involve the temporary use of mobile or manufactured home during construction of a permanent residence?     Yes     No
3. Is the requested use intended to be temporary?     Yes     No
4. Specify the time period requested for the temporary use, including the starting date:  
\_\_\_\_\_

A Temporary Use Permit, issued based upon the above information, authorizes the above-listed type of temporary use and no other. The applicant is aware that application for necessary permits must be made within thirty (30) days of the issuance of the temporary use permit and that failure to apply for necessary permits within that time renders the temporary use permit null and void.

**I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name/Title: \_\_\_\_\_

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***For Office Use Only:***

Application Reviewed:     Yes     No    By: \_\_\_\_\_    Date: \_\_\_\_\_  
Application Approved:     Yes     No    By: \_\_\_\_\_    Date: \_\_\_\_\_  
Application Fee Paid:     Yes     No    If yes, amount: \$ \_\_\_\_\_  
Comments: \_\_\_\_\_

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**COPIES:**     Applicant     Zoning Officer     Planning Board Chairman     Town Clerk

# TOWN OF MIDDLEBURY SPECIAL USE PERMIT APPLICATION

In accordance with Article III, Section 302(D) of the Zoning Law of the Town of Middlebury, upon written direction of the Town Board and after review and recommendations by the Planning Board, the Zoning Officer is hereby empowered to issue a special use permit as provided for by the Zoning Law of the Town of Middlebury. A special use permit shall authorize only one (1) particular special use. The special use permit shall expire if the use shall cease for more than one (1) year for any reason.

Application Date:	_____	Application No.:	_____
Applicant Address:	_____		
	(City)	(State)	(Zip Code)
Home Phone:	(____) _____ - _____		
Property Owner:	_____		
Property Owner's Address:	_____		
	(City)	(State)	(Zip Code)
Property Owner's Phone:	(____) _____ - _____	Tax Map No.:	_____
Zoning Classification of Property:	_____	Present Use of Property:	_____
Reasons for Special Use Permit request: _____			
Requested length of time/hours of operation: _____			
Any signs/structures being used: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe: _____			

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A Special Use Permit, issued based upon the above information, authorizes the above-listed special use requested and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

**I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name/Title: \_\_\_\_\_

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***For Office Use Only:***

Application Reviewed:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Approved:  Yes  No By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Fee Paid:  Yes  No If yes, amount: \$ \_\_\_\_\_  
 Comments: \_\_\_\_\_

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**COPIES:**  Applicant  Zoning Officer  Planning Board Chairman  Town Clerk