

# NEW CONSTRUCTION OR ALTERATION TO EXISTING BUILDING

Determine what zone your parcel is in \_\_\_\_\_

Set-backs required for that zone: Front (from center of road) \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_

## New Construction

- Application Form**
- Site plan** showing the following:           **For sample site plan go to [www.townofwoodstock.org](http://www.townofwoodstock.org)**
  - The location of existing and proposed construction
  - Distances from the new construction to the front, side, and rear boundaries or road.
  - Frontage and Lot Size
    - Note: Site plan should also include landscaping (i.e., trees, exterior lighting, signs, fences, walls, driveway, parking areas, etc).
- Building Floor Plan** of all levels with DIMENSIONS of all interior and exterior space, including decks, porches, steps, breezeways, etc.
- Elevations drawn to scale** showing proposed materials and architectural details, including exterior equipment on the roof, on the walls and on the ground.
- Proof of Approval**
  - Sewer-hook-up (from Town Manager)
  - Septic System - approval by State of Vermont (contact: Terry Shearer 885-8849)
  - Woodstock Aqueduct hook-up (457-4497)
  - Driveway access (from Town Manager)
  - Driveway access off a State road (need approval from State of VT)

\* New Construction / Major Additions are now required by the State to have an Energy Standards Certificate & to be confirmed at time of Certificate of Occupancy. For more information, call: 802-828-2811 or visit: [www.publicservice.vermont.gov](http://www.publicservice.vermont.gov)

## Additions to Existing Building

- Application Form**
- Site plan** showing the following:
  - The location of existing and proposed improvements
  - Distances from the new construction to the front, side, and rear boundaries or road.
    - Note: Site plan should also include landscaping (i.e., trees, exterior lighting, signs, fences, walls, driveway, parking areas, etc).
- Building Floor Plan** with DIMENSIONS showing all involved interior and exterior space, including decks, porches, steps, breezeways, etc.
- Photos or Scaled Elevations** of ALL EXISTING SIDES of the involved structure showing architectural details, including exterior equipment on the roof, on the walls and on the ground.
- Elevations drawn to scale** of ALL PROPOSED CHANGES to the building including PROPOSED MATERIALS.

## Exterior Alterations to Existing Building

- Application Form**
- Photos or Scaled Elevations** of ALL EXISTING SIDES of the involved structure showing architectural details, including exterior equipment on the roof, on the walls and on the ground.
- Elevations drawn to scale** of ALL PROPOSED CHANGES to the building including PROPOSED MATERIALS.

For more information, go to: [www.townofwoodstock.org](http://www.townofwoodstock.org)