

## 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 (802) 591-0338 or [terry.shearer@vermont.gov](mailto:terry.shearer@vermont.gov))
  - 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 a Building Energy Standard Certificate & to be confirmed at time of Certificate of Occupancy. For more information, call: 802-828-2342 or visit: [https://publicservice.vermont.gov/energy\\_efficiency/rbes](https://publicservice.vermont.gov/energy_efficiency/rbes)

### 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)