



City of Winooski

Vermont's Opportunity City

27 West Allen Street
Winooski, Vermont 05404
802 655 6410
winooski.vt.gov

Combined Permit Application

Zoning/Building

Instructions

To expedite your application, please read the following instructions carefully. Incomplete applications will delay the review and may cause the application to be denied. **All pages must be returned.**

This application is required for any exterior work or interior modifications to your property. This form will be used to apply for any work within the City of Winooski related to building, zoning, or public infrastructure. Please read the following information carefully as you fill out **all** the information listed in this application. Failure to complete all the required information in this application will result in delays of review and possible denial of the request. State permits may also be required.

Applicants are responsible for contacting the Vermont Division of Fire Safety; Williston Department to coordinate State of Vermont Permitting: 802 879 2300

Energy Efficiency Standards may also apply as identified by Efficiency Vermont: 888 921 5990

Section 6.10 of the City's Unified Land Use and Development Regulations require this application be submitted to the City and include any application fees as may be established by the City Council. In addition to any required fees, the application shall also include the following:

1. A statement describing the existing and intended use of the land and structures and/or any proposed structural changes.
2. A sketch plan, no smaller than 8.5" x 11", drawn to scale, and accurately depicting:
 - a. the dimensions of the lot, including existing and proposed boundaries
 - b. the location, footprint, and height of existing and proposed structures, and additions
 - c. the location and dimension of existing and proposed accesses (curb cuts), driveways, and parking areas
 - d. the location of existing and proposed easements, rights-of-way, and utilities
 - e. setbacks from property boundaries, road rights-of-way, surface waters, and wetlands
 - f. the location of existing and proposed water and wastewater connections
 - g. other information as may be needed to determine compliance with these regulations as specified by the Zoning Administrator

Please contact the Planning and Zoning Manager to schedule a meeting or discuss details/fees prior to applying (this will assist in determining the level of detail needed and may expedite processing). Depending on specifics and scale of project, not all of the items listed above may be applicable and additional information may be required (including review by another board or commission for conditional use, etc.).

Waiver

I have read and acknowledge the requirements necessary to submit this application. I understand that failure to provide the required items listed above and, in this application, may result in a denial of my application. I understand that any fees paid with this application are non-refundable regardless of approval or denial of this application. By signing this application, I grant the City of Winooski or their representatives' permission to access the property identified in this application for the purposes of reviewing and verifying conditions are as represented and hold the City harmless for any impacts to the property.

Applicant's Signature	<u>Jamil B Handy</u>	Date	<u>8/17/2022</u>
Property Owner's Signature <i>(If different from applicant)</i>		Date	



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Applicant Information Check here if primary contact

Name Jamil B Handy Street Address 157 West Allen Street, Unit A
 Primary Phone Number (802)-999-3763 City Winooski
 Primary email JHandy@theriskpros.com State VT Zip Code 05404

Owner Information (if different from applicant) Check here if primary contact

Name _____ Street Address _____
 Primary Phone Number _____ City _____
 Primary email _____ State _____ Zip Code _____

Check all that apply:
* = state permits may be required

Multi-Departmental Permits

Demolition
 Exterior Renovations
 Interior Renovations
 New Construction*
 Repair/Replace
 Water & Wastewater

Building Permits

Electrical*
 Plumbing*
 Roofing

Zoning Permits

Accessory Structure
 Change of Use
 Deck/Patio
 Sign(s)
 Subdivision/Planned Unit Development/Site Plan
 Swimming Pool

Description of Work to be Completed
Include extra pages if necessary

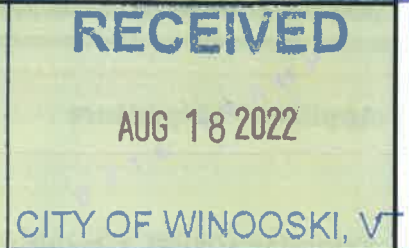
Property Address 157 West Allen Street, Winooski, VT 05404

Description of Work Turning detached garage into a 3rd dwelling unit via the Conditional Use process. Adding: flooring, drywall, bathroom, kitchen, ext. doors/windows, bedroom. Electricity is in place but fixtures will be added. Water supply, wastewater, and natural gas to tie into the main dwelling.

For Official Use Only

Application Received by: @ Zoning Permit # ZON23-007
 Fee Paid \$ 590.00 Check# 106 Building Permit # _____
 Property Code: WA 157 Building Permit Fee \$ _____

Site Plan Attached Yes No n/a
 Owner Signature Yes No n/a
 Application Fee Yes No n/a
 Project Narrative Yes No n/a





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The area below can be used to draw simple site plans that show property boundaries, existing structures, proposed structures, or proposed conditions. Include dimensional measurements for any features identified and setbacks from property boundaries. If the project area is larger or more complex than what can be accommodated below, additional drawings prepared by a design professional should be provided.

Scale: 1 square = ____ ft.

Please refer to attached documents:

- 1. Site Plan - Site Plan shows boundaries and distances, building footprints, parcel size, and driveway size. It will serve as both the Current and Proposed plans for exterior, since no exterior additions will be built.**
- 2. Garage Level 1 - This shows the proposed floor plan for the ground floor, which includes all legal living space (Kitchen/Bathroom/Bedroom). Total livable SqFt: 596sqft**
- 3. Garage Level 2 - This shows the current & proposed (no changes) second floor. This is a loft space with short ceilings which I don't believe would be considered "Living Area". Ceiling heights range from 4' to 6' in the main area and under 4' in the side closets.**
- 4. Garage Level 2 Photo - Since the 2nd floor of the garage will determine whether I exceed the 1,000sqft allowance for a Detached Cottage, I figured I'd submit a photo to show how low the ceilings are. Certainly under the 7.5' requirement. Please advise on how Winooski will calculate the square footage of Level 2 so I know if changes to the plans are needed.**
- 5. Driveway plan. I need five spots total (two/unit for main dwelling duplex, one for detached cottage. Note: all cars can come and go independently. I have been parking like this for the past year of occupancy and it works great.**
- 6. Additional photo of the garage.**
- 7. Write up about why I feel this project qualifies for a Conditional Use Permit.**

Thank you for considering my project.

Applicant Checklist			
Applications will not be accepted without the following actions included:			
<input checked="" type="checkbox"/>	Sign the Application	<input checked="" type="checkbox"/>	Include a description of the work
<input checked="" type="checkbox"/>	Include a site plan	<input checked="" type="checkbox"/>	Identify the type of permit
<input checked="" type="checkbox"/>	Pay your application fee (complete fee schedule on page 4)	<input checked="" type="checkbox"/>	Provide site photos, renderings, or any other information (required for sign permits)



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Fees and Instructions

Complete the following fee worksheet as it relates to the specific work you have proposed in this application package (**listing the total amount of all fees is required upon submission**). Calculations will be evaluated to ensure that the appropriate funds have been submitted. Errors resulting in over or under payment will be corrected when permits are issued. Additional fees may be required depending on the project/development's specifications. If the proposed work is not identified below, contact the Planning and Zoning Manager: 802 655 6410 (consult Chapter 28 of the City's Municipal Code). The "Grand Total" amount will be due upon submission of this application. Failure to include the appropriate fees will result in an incomplete application.

The fees identified below represent **zoning permits only**. Additional fees may be required for building permits or public works permits. Fees for building permits and public works permits will be calculated at the time of issuance. The estimated cost of work will be used to evaluate to appropriate fees as outlined in Chapter 28 of the City's Municipal Code.

Estimated Cost of Work \$ 80,000

ZONING PERMIT FEE CALCULATIONS – *(Fees for Building Permits calculated separately)*

Complete either the left side or the right side of the fee chart, **BUT NOT BOTH**. If the proposed work is referenced under the "Specific Project" heading, complete the left side **only**. If the proposed work is referenced under the "General" heading complete the right side **only**. Projects that require approval from the Development Review Board (DRB), such as subdivisions, Planned Unit Developments (PUDs), site plan review, conditional uses, waivers, or variances will require additional fees. Consult the Zoning Administrator prior to submission of application.

Specific Project Zoning Permits - \$100.00

- New Construction
- Building Additions

PLUS:

Residential - Single Unit & Two-Unit

_____ square feet x \$0.10 = \$ _____

Residential - Multi-Unit

_____ square feet x \$0.12 = \$ _____

Commercial

_____ square feet x \$0.15 = \$ _____

Gateway/Mixed Use

_____ square feet x \$0.25 = \$ _____

Specific Zoning Project Permit Total

\$ _____ + Recording Fee ¹
(square footage fee plus base fee)

General Zoning Permits - \$75.00

- Change of Use²
- Sign(s) (New)
- Swimming Pool
- Deck/Patio (No other changes)
- Accessory Structure (No other changes)

PLUS: Recording Fee ¹

1. Recording fees will be set based on state guidelines. Current recording fees are \$15.00.

2. From one permitted use to another permitted use in an existing structure.

Grand Total (zoning permit and recording fees) \$ _____ Per Eric, \$590 after DRB fees.

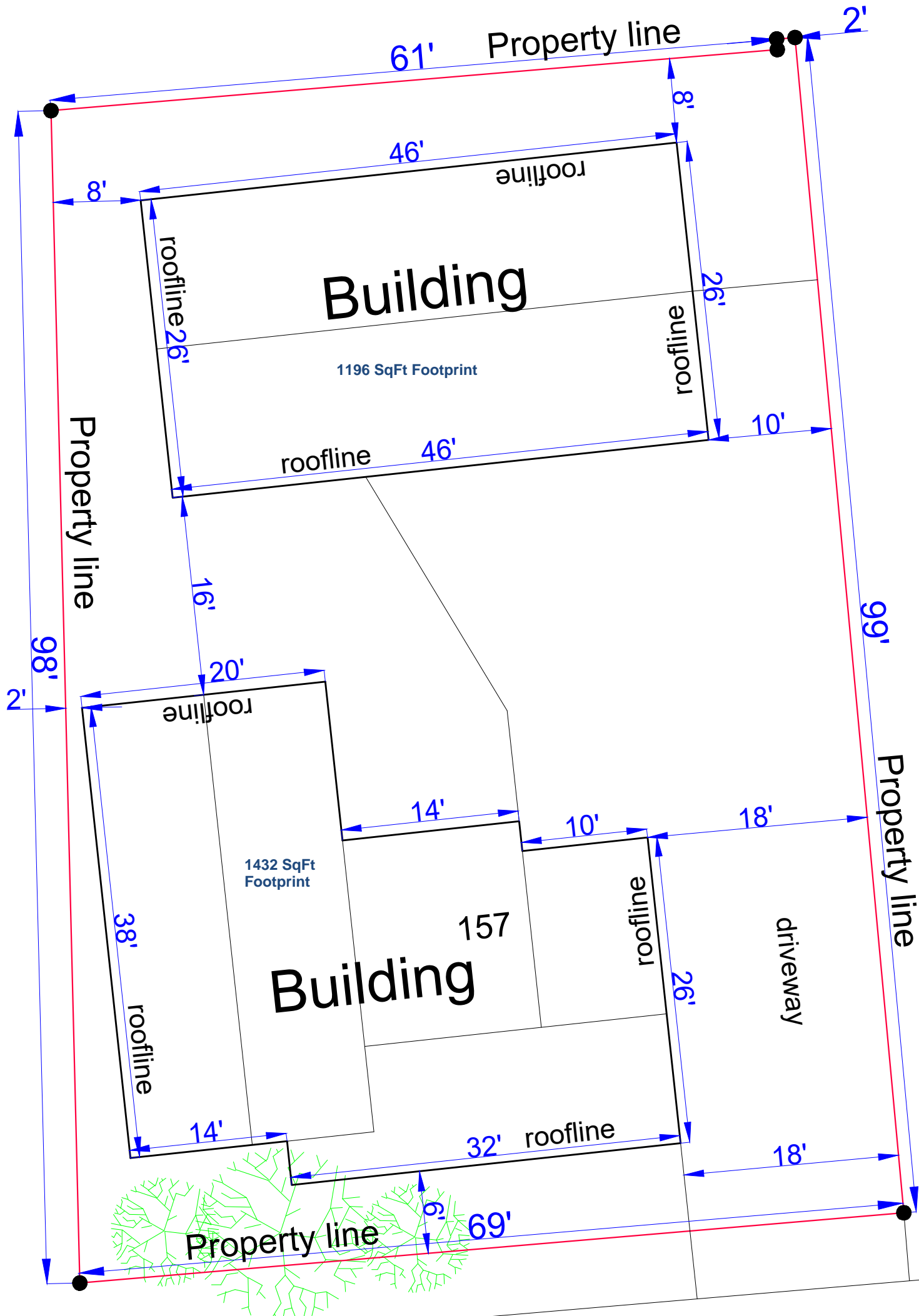
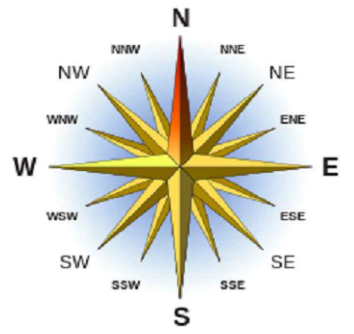
SITE PLAN

Address: 157 W Allen St

City, State, ZIP: Winooski, VT 05404

Country: USA

Scale 1":10'

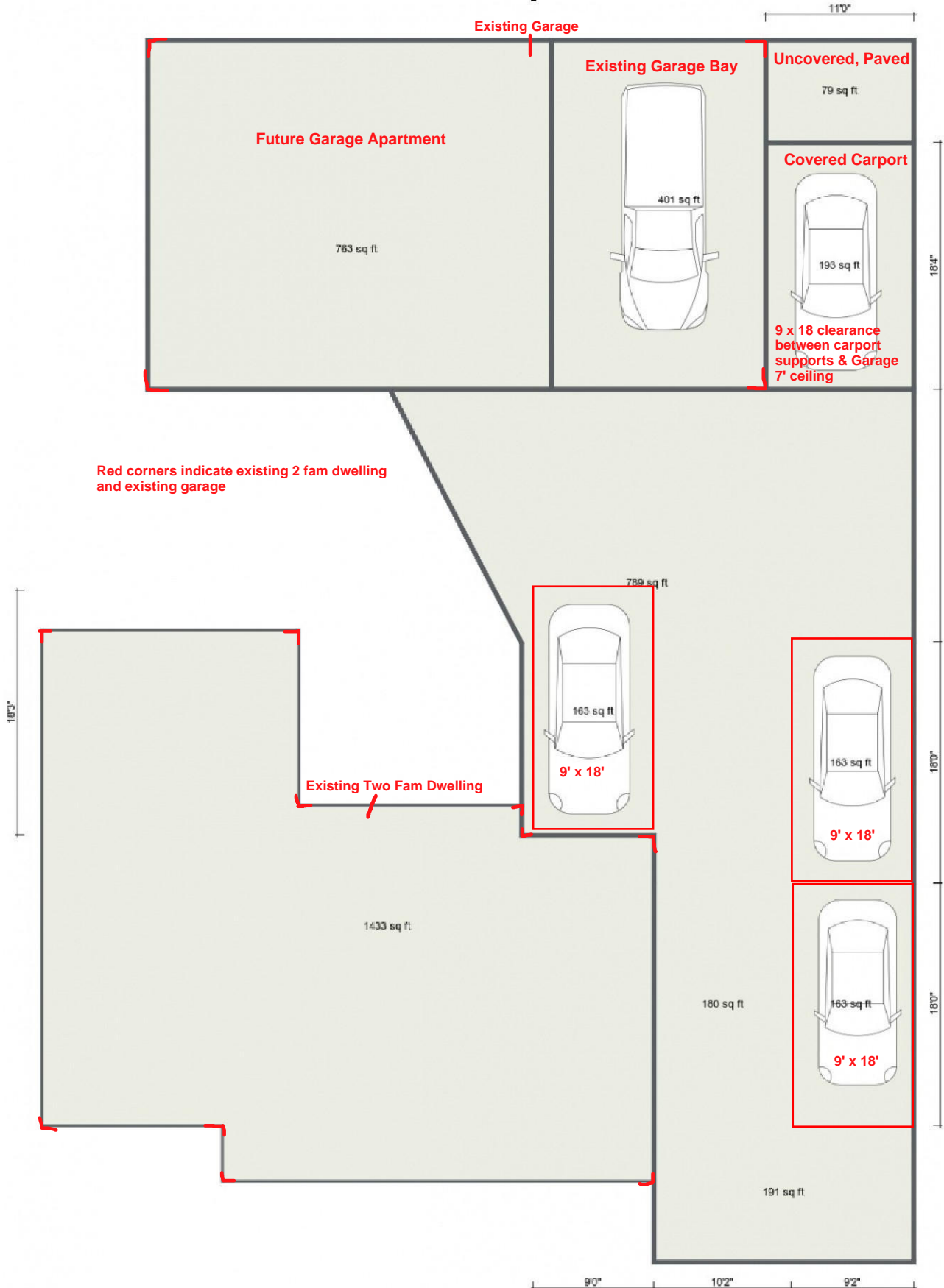


W Allen St

Square Footages (Footprint):

Main Building (2 Unit Dwelling): 1,432 SqFt
Garage Building (Proposed 3rd unit): 1,196 SqFt
Total Parcel: 6,397 SqFt

Garage Driveway



Garage!
1. Floor

