



TOWN OF BENNINGTON

Permitting, Planning and Code Enforcement Department
205 South Street, Bennington, Vermont 05201
802-442-1037

Public Building - Permit Application

What is a public building?

Most buildings that the public has the occasion to enter except for owner-occupied single family dwelling, registered home day cares, and working farms.

When is a permit needed?

- ✓ For new construction, alterations, renovations, addition or demolition of public buildings.
- ✓ Whenever new equipment is installed in a building.
 - Example: installation of a new boiler
 - Example: installation of new fire protection systems
- ✓ Whenever a public building changes uses.
 - Example: a business office becomes mercantile.
 - Example: a single family, owner occupied home becomes a rental.
- ✓ Whenever a place of assembly, which holds more than 50 people, changes ownership or increases the occupant load.
- ✓ For the erection of a temporary structure for public use such as a tent over 1200 square feet, grandstands, or bleachers.
- ✓ Conducting a hazardous process such as flammable liquid spraying, explosives storage and manufacturing, and flammable liquid storage.

You should contact the Town of Bennington for a complete list of situations that require a permit. A Town permit is usually needed even if you have received a state permit.

How do I submit an application for construction permit?

First you must develop a complete set of plans that adequately detail the scope of work. A Vermont licensed design professional such as an architect or engineer normally develops, these plans. Once you have a plan, you must complete the application for construction permit and submit that with the appropriate fee to the Town Office.

What Happens during a plan review?

Your plans are reviewed to verify compliance with the Code before the project starts which helps to avoid costly mistakes. You will receive a letter with comments regarding the review with your permit.

Application Instructions (FILL OUT COMPLETELY)

Applications must be completed with all of the information that pertains to the scope of your project. Incomplete applications or those without proper fee will not be reviewed. Simply complete the directions that pertain to the scope of your project as follows:

SECTION A, Site Information

Complete for all permits. All information is required.

SECTION B, Project Information

Check off all aspects of the project that are being applied for with this application and describe the project in writing at the bottom of the section. A Code Summary must be submitted for all new building projects.

SECTION C, Plans

Check boxes for plans submitted for this project.

SECTION D, Building Information

Complete this section for all projects which involve a new or existing building. Refer to the Building Code for the proper classification of building construction type.

SECTION E, Project valuation and permit fees

Complete this section for all projects. Detail the estimated project cost and calculate the permit fee based on the square footage of new construction or renovations. Filing fees may also be required. Contact the Permitting Office for additional information. Make checks payable to the Town of Bennington. Send the completed application and project plans to the Town of Bennington Permitting Department.

SECTION F, Application, Contractor, Designer Info

“FILL OUT ALL SECTIONS COMPLETELY”

Plans (one set only),
Application and Fees
must be submitted together,
prior to review of project

TOWN OF BENNINGTON
Permitting, Planning and Code Enforcement Department

Public Building - Permit Application

PLEASE PRINT

Section A, Site Information: Complete for all permits

Name of Building/Site: _____

Former Building Name: _____

Physical Location: _____

(9-1-1- Address)

Name of Lessee (if business): _____

Building Owner Name: _____

Owner Mailing Address: _____ Zip Code: _____

Owner Phone Number: _____

Section B, Project Information: Complete for all permits

Indicate what the permit is being obtained for below, check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Renovation/Alteration of Existing Building |
| <input type="checkbox"/> Addition to Existing Building | <input type="checkbox"/> Change of Occupancy Use |
| <input type="checkbox"/> Place of Assembly Change of Ownership | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Special Process/Hazard Permit | <input type="checkbox"/> New Building Equipment Installation |
| <input type="checkbox"/> Erection of Temporary Structure or Grandstand | <input type="checkbox"/> Other |

Describe Current/Proposed Use & Scope of Project: (example: business office, residential, mercantile):

Section C, PLANS: Mark the plans that are included with this application

- | | |
|--|--|
| <input type="checkbox"/> Site Plans | <input type="checkbox"/> Foundation Plans |
| <input type="checkbox"/> Floor Plans | <input type="checkbox"/> Elevation Plans |
| <input type="checkbox"/> Walls Cross Sections | <input type="checkbox"/> Floors and Roof Structural Design |
| <input type="checkbox"/> Mechanical Plans | <input type="checkbox"/> Electrical Plans |
| <input type="checkbox"/> Plumbing Plans | <input type="checkbox"/> Fire Protection Systems |
| <input type="checkbox"/> ADA/Accessibility Plans | <input type="checkbox"/> Other |

Plans, Application and Fee must be submitted together, prior to review of project

Construction may not commence prior to the issuance of a Construction Permit. Plans may require additional review and a new or amended permit if it is determined by the authority having jurisdiction that there is a satisfactory reason including changes in the project or if the start of the project is significantly delayed. This application does not eliminate the requirements for electrical and plumbing trades to file the appropriate work notices with the State of Vermont in accordance with the Vermont Electrical Safety Rules and Vermont Plumbing Rules.

Applications are processed in the order that they are received. The Department will make every effort to review your plans expeditiously. There may be delays in processing during busy construction seasons so it is important to submit you plans early.

Section D, Building Information: Complete for all permits , new construction, renovation, alterations	
<input type="checkbox"/> Type 1: Noncombustible <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> Type 2: Noncombustible <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> Type 3: Noncombustible/Combustible <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> Type 4: Combustible, Heavy Timber <input type="checkbox"/> Type 5: Combustible, (Ordinary Wood Frame) <div style="text-align: center;"> <input type="checkbox"/> A: Protected <input type="checkbox"/> B: Unprotected Refer to the Building Code for determining the construction type </div>	Structural Loads Roof Snow Loads _____ Floor Loads _____ Wind Load _____ Refer to the Building Code for determining the construction type
Fire Protection Systems, If Any? Fire Alarm: <input type="checkbox"/> Manual <input type="checkbox"/> Automatic Detection <input type="checkbox"/> Single Station Smoke Detection Sprinkler: <input type="checkbox"/> Complete <input type="checkbox"/> Limited Area Standpipes: <input type="checkbox"/> Yes <input type="checkbox"/> No Other:	
Occupancy Classification: _____ Occupant Load: _____ Square Footage of Largest Story: _____ Existing Square Footage: _____ Square Footage of Addition: _____ Total Square Footage: _____ Number of Floors: _____ Building Height: _____ Number of Units: _____ Describe Heating System(s): _____	
If this building is historically significant, indicate below and provide complete documentation of historical listings: <input type="checkbox"/> Listed on the State Register of Historic Places <input type="checkbox"/> Listed on the National Register of Historic Places <input type="checkbox"/> Historically significant, as determined by the Vermont Advisory Council on Historic Preservation.	

Permit Number 17-_____

Tax Map I.D. # _____

APPLICATION FOR BUILDING AND ZONING PERMIT

LOCATION OF PROPERTY: _____

OWNER: _____

APPLICANT: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____

PHONE: _____

E-MAIL: _____

E-MAIL: _____

CONTRACTOR/
BUILDER: _____

ARCHITECT/
ENGINEER: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____

PHONE: _____

E-MAIL: _____

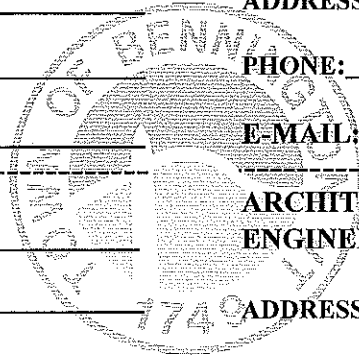
E-MAIL: _____

PROJECT TYPE: _____

PROPOSED USE:

ESTIMATED COST: \$ _____

____ Residential ____ Commercial ____ Industrial



For Single Family or Two Family Residential Properties, Please Submit, with this Application a Floor Plan, a Plot Plan on an 8½x11 Sheet of Paper Showing Boundaries of the Lot, Location of the Proposed Water and Sewer Facilities, Location of All Proposed Structures, Location and Type of Parking and Landscaping (Where Applicable), and Distances to the Boundaries for All of the Above. For More Complicated Construction Projects, a More Detailed Site Plan must Be Submitted in Accordance with the Bennington Land Use Regulations.

I SOLEMNLY SWEAR OR AFFIRM UNDER THE PAINS AND PENALTY OF PERJURY THAT THE STATEMENTS CONTAINED IN THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature of Property Owner

Date

Signature of Applicant

Date

Applicant must obtain a Certificate of Occupancy/Completion before the permit expires.

For Use by the Administrative Officer Only

RECORDING INFORMATION

Grantor: _____
(Record owner of real property as name appears on Deed)

Grantee: Town of Bennington

Tax Map ID Number: _____ - _____ - _____

Permit Appealed: _____ Yes _____ No

NOTES:

Building Permit Expires on _____

Zoning Permit Expires on _____

Zoning Appeal Period Ends on: _____, 20____

Approval/Denial:

Zoning Permit Granted ____ Yes ____ No ____ N/A

Zoning Administrator _____

Building Permit Granted ____ Yes ____ No ____ N/A

Building Inspector _____

Water/Sewer Allocation

____ Yes ____ No ____ N/A

Water/Wastewater Superintendent _____

An original or copy of this permit may be examined in the Building/Zoning Office located in the Town of Bennington Office Building.

CONTINUED

FEES PAID

See Fee Schedule For Fees for Building and Zoning Permits

ZONING \$ _____

APPEAL/NOTICE FEE \$ _____

BUILDING \$ _____

FILING \$ _____

TOTAL \$ _____

CHECK PAYABLE TO:
The Town of Bennington



DATE RECEIVED

_____, 20____

**Approved by the Select Board 1/15/05
Effective Immediately
Town of Bennington Fees for Building Permits**

NEW CONSTRUCTION

I. Single Family, Owner Occupied Buildings (Minimum Fee \$25.00)

A. Dwellings (custom, modular and mobile homes and additions, decks with roofs and porches attached thereto).....	\$.15 per sq.ft
B. Accessory Buildings (garages, barns, storage buildings, sheds, fabric tents, etc.).....	\$.10 per sq.ft
C. Mechanical Equip. Gas and Oil Fired Home Heating Boilers/Furnace etc.....	\$25.00

II. Public Buildings (any building other than single family, owner occupied dwellings and accessory buildings) (Minimum Fee \$50.00)

A. Educational, Health Care, Detention and Correctional, Residential Board and Care (Residential Care Homes), Day Care.....	\$.40 per sq.ft.
B. Industrial and Storage.....	\$.25 per sq.ft.
C. Hotel/Motel, Dormitories, Apartment Buildings (3 or more units) Rooming/Lodging, (Bed & Breakfast), 1 & 2 family Dwellings-Rentals.....	\$.30 per sq.ft.
D. Business/Mercantile (office-retail).....	\$.32 per sq.ft.
E. Assembly (Auditoriums, Theaters, Churches, Restaurants).....	\$.45 per sq.ft
F. Tents/Fabric Structures (Temporary Shelters).....	\$35.00
G. Mechanical Equipment - Gas and Oil etc. Heating Equipment, RTU's etc.....	\$50.00
H. Home Occupation.....	\$50.00

RENOVATION

I. Single Family Owner Occupied Dwellings and Accessory Buildings (Minimum Fee \$25.00)	\$.10 per sq.ft.
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II. Public Buildings (Minimum Fee \$50.00)

A. Educational, Health Care, Detention and Correctional, Residential Board and Care (Residential Care Homes), Day Care.....	\$.25 per sq.ft.
B. Industrial and Storage.....	\$.15 per sq.ft
C. Hotel/Motel, Dormitories, Apartment Buildings (3 or more units) Rooming/Lodging, (Bed & Breakfast), 1 & 2 family Dwellings-Rentals.....	\$.18 per sq.ft
D. Business/Mercantile (office-retail).....	\$.20 per sq.ft.
E. Assembly (Auditoriums, Theaters, Churches, Restaurants).....	\$.30 per sq.ft.
CHANGE OF USE PERMIT with no renovations or construction.....	\$50.00

INSPECTION/CERTIFICATION FEES

I. Compliance Certificate/Building and Zoning..... (Additional fee if inspection required - see below)	\$50.00
II. Inspection Fee for Compliance Certificate (each inspection)	
Single family, owner occupied dwellings and accessory buildings.....	\$15.00
Public Buildings.....	\$25.00
III. Inspection Fee for Certificate of Occupancy and/or Correction of Violations (initial and first follow-up inspection - no charge).....	\$50.00

The following are exempt from zoning permits:

A. Decks/Ramps (S.F. Dwelling \$25.00 min./Public Bldg. \$50.00).....	\$.15 per sq.ft.
B. Pools	
Above Ground.....	\$25.00
Inground.....	\$40.00
C. Septic Systems (requires permit from State of Vermont and written certification by Vermont Site Tech or Engineer that the system was installed in accordance with State Permit)	No Charge

D. Demolition/Relocation of Structures	
Single Family Dwellings and Accessory Buildings.....	\$25.00
All Other Buildings	
0-500 sq.ft.....	\$30.00
Over 500 sq.ft.....	\$50.00
E. Propane tank/Storage Tank	
500-999 Gallon.....	\$25.00
1000 gallon and up.....	\$50.00

****The fee for a Building Permit shall be doubled for any application received by the Permitting Department after the commencement of building construction or renovation ****

FOR OCCUPANCY TYPE DEFINITIONS, REFER TO NATIONAL FIRE PROTECTION ASSOCIATION LIFE SAFETY CODE 101

Town of Bennington Fees For Zoning Permits

A. Standard Fees:

Single Family/Owner Occupied Dwellings and Accessory Buildings only (sq.ft. of construction or renovation)

0-150.....	\$10.00
151-499.....	\$20.00
500 and up.....	\$40.00

Commercial/Public Buildings (including all apartments) (sq.ft. of building area used and/or constructed)

0-500.....	\$50.00
501-2,500.....	\$100.00
2,501-10,000.....	\$300.00
10,001-+.....	\$750.00

B. Site Improvements Only (no bldg. Construction/renovation or change of use).....	\$50.00
C. Appeal to the Development Review Board.....	\$50.00
D. Subdivision.....	\$200.00 per lot

E. Special Projects

1. P.U.D./P.R.D.....	\$50.00 per dwelling unit, where separate lots are not proposed.
2. Earth Products Removal.....	\$25.00 per acre of pit
3. Junk Yards.....	\$150.00
4. Mobile Home Parks.....	\$200.00 per space

F. Request for Extensions (Commercial/Public Buildings only).....	\$50.00
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G. Signs (sq.ft. of sign area)

0-10	\$20.00
11-20.....	\$40.00
21 and up.....	\$2.50 per sq.ft.

****The fee for a Zoning Permit shall be doubled for any application received by the Permitting Department after the commencement of site work, building construction and/or building renovation ****

Town of Bennington

Water and Sewer Allocation

Design Flows and Fees

ANY QUESTIONS Regarding the Water and Sewer Allocation PLEASE CALL:

Terrance Morse
Town of Bennington
Water Resources Superintendent
802-442-1037

Residential Customers ONLY

Water

All residential allocations will be based on the *State of Vermont Water Supply Rules Chapter 21*. These rules state that proper allocation for residential customers are set at 150 gallons per day per bedroom. The minimum fee for up to 3 bedrooms is \$650. For any additional bedrooms a percent of the minimum fee is added.

Single Family

Up to 3 Bedrooms

150 gallons per day / per bedroom x 3 bedrooms = Total 450 gpd allocation

Allocation fee = \$650.00 (for a 3 bedroom single family home)

***Additional bedroom = additional 150 gpd/per bedroom = Total 600 gpd allocation**

Allocation Fee = \$865.00 (for a 4 bedroom single family home)

Sewer

All residential sewer allocations will be based on *the State of Vermont Wastewater Rules part 1-504*. Those rules state that the proper allocation for residential customers is set at the following standard. The minimum fee for up to 4 bedrooms is \$380. For any additional bedrooms a percent of the minimum fee is added.

Single Family

Up to 4 bedrooms

140 gallons per day / per bedroom x 4 bedrooms = Total 490 gpd allocation.

State required allocation amount is 210 gpd up to 4-bedrooms

Allocation fee = \$380.00 (for up to 4-bedroom single family home)

***Additional bedroom = additional 70 gpd/per bedroom = Total 560 gpd allocation**

Allocation Fee = \$467.00 (for a 5-bedroom single family home)

Multi-Family Residential, Commercial, and Industrial

These units must get prior confirmation from the Bennington Water Resources Superintendent (or his/her designated representative) for project design flows associated with the specific project. Additional fieldwork or computer simulations may be requested. All labor and supplies associated with such requests are the expense of the owner/developer.

TOWN OF BENNINGTON

**COMMERCIAL WATER / SEWER
ALLOCATION REQUEST**

Landowner: _____ Applicant: _____

Property Location: _____ Mailing Address: _____

Proposed use of property: _____

Telephone No.: _____

Type of Allocation:

Domestic Water and Sewer

Domestic Water Only

Sprinkler Demand

Domestic Sewer Only

Fire Flow

Calculations:

Water: Gallons per Day: _____ Gallons per Minute: _____
Generated by: _____

Sewer: Gallons per Day: _____ Gallons per Minute: _____
Generated by: _____

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY

Approved: _____ Denied: _____

The following Determination was made or Conditions apply: _____

Date applicant notified: _____

Tax Map Id: _____



TOWN OF BENNINGTON

*Application to the Historic Preservation Commission
May 24, 2007*

In order to help the Bennington Historic Preservation Commission to fully review your application for a change within Bennington's Design Review District, please provide the following information with your application if possible:

For New Signage:

- 8" x 10" or larger photos of existing building or location;
- 8" x 10" or larger photos or drawings showing placement of new signage on existing building. A digitally enhanced photo is preferred that shows the actual placement, scale, design and color of the signs, but a hand-rendered drawing is acceptable;
- Color samples for the new signage;
- Any other information that would aid the HPC commissioners visualize the new sign that may be useful in making a decision or recommendation.

For Facade Changes:

- 8" x 10" or larger photos of existing building or location;
- 8" x 10" or larger historic photos of building or location, if readily available;
- Blueprint size architectural plans including all elevations, if available and appropriate;
- Blueprint size site plans and landscape plans, if available and appropriate;
- Cut sheets, specification sheets or photos of replacement windows, doors or other materials, if appropriate;
- Sample replacement windows or other replacement materials, if available;
- Color palette of the proposed design scheme, if available;
- Anything else that would help HPC commissioners visualize the proposed, existing or historic features of the building.

If you have any questions about materials to be included with your application, please contact Michael Harrington at 442-1037.

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