

Town of Shrewsbury
Required Permits and Fees
(Amended 7/17/19 by the Shrewsbury Selectboard)

Permits Issued by the Zoning Administrator:

Building Permit Application: To be used for any new or expanded structures. Use the Building Permit Application to put up a free-standing signs or free-standing solar panels.

Cost: \$10/100sq.ft. plus recording fees.

Agricultural Use Notification: Structures used for agricultural purposes do not require a building permit, but must adhere to zoning district setback requirements, unless there is an exemption granted by the Vt. Agency of Agriculture. Shrewsbury has an Agricultural Building Notification form that must be filled out and submitted to the Zoning Administrator to verify both the exemption status and proper setbacks.

Cost: There is no fee unless the owner requests recording of the filed form.

Change of Use: To be used when some form of construction is needed to use a building in a different way, but that does not require a change to the building footprint. Examples include, but are not limited to: a deck converted to a covered porch, an attached garage converted to a family room, etc.

Cost: \$20 plus recording fees.

Boundary Line Adjustments: There are limited situations where a boundary line change can be approved by the Zoning Administrator.

Cost: \$50 plus recording fees.

Compliance Letter: A written letter assuring a parcel's compliance with the Zoning and Subdivision regulations is available.

Cost: Written letter - \$25, there is no charge for email or phone inquiries. Recording fees will apply, if recording is requested.

Penalties

Permit fee may be multiplied 4x, if the permit is applied for after the start of construction/use.

Permit fee may be multiplied 8x, if the permit is applied for after a violation letter has been issued.

Permits issued by Development Review Board:

Application to the DRB: There is a single application form for a number of permits issued by the DRB. This application is to be used for Conditional Uses, Variance, Waivers, Historic Review Site Review, and Flood Hazard Area building requests. These applications must be warned for 15 days. Completed applications, including fee must be submitted at least 20 days prior to the next scheduled DRB meeting date.

Cost: \$150 plus recording fees for the resulting decision.

This same application may also be used for the following types of review:

Land Development/Extraction.

Cost: \$300, plus recording fees.

Commercial/Restaurant,

Cost: \$500, plus recording fees.

Commercial/Hotel/Motel,

Cost: \$500 up to 10 bedrooms, plus \$50 for each add'l bedroom plus recording fees.

Subdivision: There is a separate form to be used for Subdivision Applications. Boundary Adjustments that can not be issued by the Zoning Administrator will be reviewed as Subdivisions by the DRB. These applications must be warned for 15 days. Completed applications, including fee must be submitted at least 20 days prior to the next scheduled DRB meeting date.

Cost: \$150 plus recording fees.