



## **Town of West Rutland**

35 Marble St. West Rutland, VT 05777 (802) 438-2204, fax 438-5133  
Zoning Administrator: Extension 16 [Zoning@WestRutlandVT.org](mailto:Zoning@WestRutlandVT.org)

## **West Rutland Zoning Informational Sheet**

### **Do I need a zoning Permit?**

The West Rutland Zoning Ordinance states that no person shall commence any land **development or change** without a Zoning Permit issued by the Zoning Administrator. **If in doubt, please contact the Zoning Administrator (ZA) for clarification.**

### **How long does it take to obtain a Town Permit?**

The rules allow the Zoning Administrator up to 30 Days to process your (complete) zoning application. The usual time to process a simple permit is about one week.

However, if you project involves subdivisions, commercial use, or a non-conforming property, the Planning Commission or Zoning Board of Adjustment (ZBA) may require a Hearing. This process will extend the review and approval time for approximately a month.

### **Is there an "appeal" time after the Zoning Administrator approves your permit?**

Yes, VT statute mandates that all Permits be subject to a minimum 15-day appeal period after the Zoning Administrator approves your permit. If a formal appeal of the Permit is filed with the Town during this 15 days; the Permit will have to be reviewed by the ZBA. No Permit is in effect until the required warning/appeal periods have expired. Starting a project without an effective Permit is a Zoning Violation.

### **Who is the Zoning Administrator?**

The Town's Zoning Administrator is Jeffrey Biasuzzi. **Office hours are Mondays 8:15 am to 4:00PM and on Thursday mornings 8:15:00 am until Noon.** If this does not fit your schedule, please call or email to make an appointment. The Zoning Officer is located in the Town Hall, and is there to assist you with the permitting process. If you have any questions **please call 438-2204 ext. 16**, or [zoning@westrutlandvt.org](mailto:zoning@westrutlandvt.org)

### **What if I need other Town and State Permits?**

If your project may require new Access/Right of Way, Sewer Permit, Water Permit, Boundary/Lot Line Adjustments, Energy Code Certification, Asbestos certification (before demolition), Act 250, Subdivisions, Water/Wastewater Disposal or other possible VT & Federal reviews. The ZA may provide the information, and will suggest you contact VT's Permit Assistance Specialist; Rick Oberkirch, in Rutland. His phone# is (802) 786-6488, and email [Rick.Oberkirch@vermont.gov](mailto:Rick.Oberkirch@vermont.gov).

### **Does the Town have Certificate of Occupancy/Use?**

Yes. Please contact the Zoning Administrator when your project is complete and schedule a compliance inspection. Failure to obtain a CO will affect the issue of Zoning compliance and marketability of title.