



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482

Clerk/Treasurer (802) 985-5116 Town Manager (802) 985-5110 Zoning & Planning (802) 985-5118 Assessor (802) 985-5115 Recreation (802) 985-9551 FAX Number (802) 985-9550

TOWN OF SHELBURNE Zoning Bylaw Statement and Certification

1. Applicable Zoning Bylaws, Regulations and Ordinances The following zoning bylaws, regulations and ordinances have been duly adopted by the Town of Shelburne and govern the use and development of real property within the area affected by those bylaws, regulations and ordinance:
 1. **Zoning Regulations.** The Town of Shelburne has zoning regulations, duly adopted on **January 30, 1963**, as amended from time to time providing generally that no land development may be commenced within the area affected by such regulations without a permit therefor issued by the administrative officer.
 2. **Subdivision Regulations.** The Town of Shelburne has subdivision regulations, duly adopted on **April 1, 1966**, as amended from time to time, requiring generally local subdivision approval to divide any parcel or area of land, for the purpose of conveyance, transfer, improvement, or sale, into **three (3)** or more lots, plots or parcels. The Town of Shelburne adopted revisions to the subdivision regulations **March 15, 1979** to require generally local subdivision approval to divide any parcel or area of land, for the purpose of conveyance, transfer, improvement, or sale, into **two (2)** or more lots, plots or parcels.

Approval & Recordation. Further, the Town of Shelburne requires, among other things, that all plats be approved and recorded in conformance with 24 V.S.A. State Statute 4414, 4416, and applicable local regulations.
3. **Certificate of Occupancy.** The Town of Shelburne requires a certificate of occupancy prior to the use or occupancy of a new building or an alteration of a building as follows:
 - A. **New Building.** Article XVII, Administration and Enforcement, Section 1730.1, requires, “No building hereafter erected shall be occupied or used, in whole or in part, for any purpose whatever, until a certificate of occupancy shall have been issued by the administrative officer, certifying that such building conforms to the approved plans and specifications and the requirements of these regulations.” This requirement was adopted as part of the Zoning Bylaws **January 30, 1963**.*

***Single Family House.** The requirement for single family homes to receive a Certificate of Occupancy was added to the Zoning Bylaws and adopted August 2, 1995. Therefore a Certificate of Occupancy is required for a single family house building permit issued on or after August 2, 1995.

B. Alterations of Buildings. Article XVII, Administration and Enforcement, Section 1730.2, requires, “No building hereafter altered, which was vacant during the progress of the work of alteration, shall be occupied or used, in whole or in part, for any purpose whatever, until a certificate of occupancy shall have been issued by the administrative officer, certifying that such building conforms to the approved plans and specifications and the requirements of these regulations.”

C. Residential Accessory Structures. Certificates of Occupancy are not required for residential accessory structures.

4. **On-Site Sewage Disposal Systems.** The Town of Shelburne has an On-Site Sewage Disposal System ordinance, duly adopted on April 8, 1980 as amended from time to time, prohibiting any unauthorized person from constructing or reconstructing an on-site sewage disposal system without first obtaining a written permit.

II. Enforcement Action/Complaints/Compliance.

I, _____ Zoning Administrative Officer or Designee for the Town of Shelburne am not aware of any pending zoning enforcement actions commenced by the Town of Shelburne against _____, or of any ongoing investigation related to said property owner or the property located at _____ (map # _____ - _____ - _____) as of _____ 200__.

Zoning Administrator or Designee

NOTE:

Nothing herein shall relieve the buyer of real estate and his representatives and agents of responsibility for making a thorough review of municipal records and independently determining whether there are any encumbrances on the subject property arising out of or related to acquisition of all necessary and required zoning and other municipal approvals or with the laws of the State of Vermont.

Nothing herein shall preclude or prejudice the Town of Shelburne from taking any and all enforcement actions it deems appropriate against either the seller or buyer of real estate for a violation of the Zoning Bylaws, other municipal ordinances, by-laws or regulations, or laws of the State of Vermont the enforcement of which are entrusted to the Town of Shelburne.