

# Mount Holly Building Construction Registration

Please fill out both sides of this form completely and file with the Town Clerk **before any construction begins**. This registration is valid for one year and must be re-filed if construction has not been completed. Please see the "Information for Homeowners, Builders, and Developers" guide to other applicable Town and State requirements, some of which may require a permit before work may begin.

## Property Owner

Name: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Permanent mailing address: \_\_\_\_\_  
Town, State, Zip code: \_\_\_\_\_

## Property Description

Property ID #: \_\_\_\_\_  
Physical location (911 address): \_\_\_\_\_  
Previous owner (if known): \_\_\_\_\_  
Lot size (acres): \_\_\_\_\_  
Number of dwellings: \_\_\_\_\_

## Proposed Construction

Estimated start date: \_\_\_\_\_  
Estimated completion date: \_\_\_\_\_  
Name of contractor: \_\_\_\_\_  
Contractor phone number: \_\_\_\_\_  
Type of construction:  New  Renovation  Addition  
Proposed water source:  New  Existing  
If new, describe (e.g., well): \_\_\_\_\_  
Proposed waste water system:  New  Existing  
If new, DEC permit / project #: \_\_\_\_\_  
Dimensions of new structure: \_\_\_\_\_  
Describe the construction (e.g., garage): \_\_\_\_\_  
(Or attach separate sheets) \_\_\_\_\_

## Permits

Is any part of this property located in a Flood Hazard Area or River Corridor?     Yes    No

If "yes," have you applied for a Flood Hazard and River Corridor permit?    Yes    No

Does this project concern a "public building" as defined by State law?         Yes    No

If "yes," have you applied for a State building construction permit?         Yes    No

**Note: Property owners are responsible for obtaining all necessary State and Town permits, and a fine can be assessed for unregistered construction per Mount Holly Town ordinance.**

**Attach copies of the following State and Town permits, if applicable to your project:**

- |  |  |  |                                       |
|--|--|--|---------------------------------------|
| <input type="checkbox"/> Act 250                         | <input type="checkbox"/> Highway Access        | <input type="checkbox"/> Salvage Yard      | <input type="checkbox"/> Wetland      |
| <input type="checkbox"/> Building Construction           | <input type="checkbox"/> Labor & Industry      | <input type="checkbox"/> Stormwater        | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Campground (incl. RVs)          | <input type="checkbox"/> Mobile Home Park      | <input type="checkbox"/> Stream Alteration |                                       |
| <input type="checkbox"/> Flood Hazard and River Corridor | <input type="checkbox"/> Multiple Living Units | <input type="checkbox"/> Subdivision       |                                       |

A guide to complying with Vermont's Residential Building Energy Standards (30 V.S.A. §51), may be obtained online at: [https://publicservice.vermont.gov/energy\\_efficiency/rbes](https://publicservice.vermont.gov/energy_efficiency/rbes)

A guide to state building permits, including the definition of "public building," may be found online at: [https://firesafety.vermont.gov/sites/firesafety/files/documents/dfs\\_codesheet\\_state%20permits%20poster.pdf](https://firesafety.vermont.gov/sites/firesafety/files/documents/dfs_codesheet_state%20permits%20poster.pdf)

## Signatures

I hereby certify that the information provided is accurate and complete to the best of my knowledge:

\_\_\_\_\_ Date: \_\_\_\_\_  
**Signature of Owner**

\$20.00 Fee, received by Town Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by Administrative Officer: \_\_\_\_\_ Date: \_\_\_\_\_