



# 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 dwellings, 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)  <input type="checkbox"/> A: Protected <input type="checkbox"/> B: Unprotected Refer to the Building Code for determining the construction type	<p><b>Structural Loads</b></p> <p><b>Roof Snow Loads</b> _____</p> <p><b>Floor Loads</b> _____</p> <p><b>Wind Load</b> _____</p> <p align="center">Refer to the Building Code for determining the construction type</p>
<p><b>Fire Protection Systems, If Any?</b></p> <p>Fire Alarm:    <input type="checkbox"/> Manual            <input type="checkbox"/> Automatic Detection            <input type="checkbox"/> Single Station Smoke Detection</p> <p>Sprinkler:        <input type="checkbox"/> Complete            <input type="checkbox"/> Limited Area                      Standpipes: <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Other: _____</p>	
<p>Occupancy Classification: _____    Occupant Load: _____</p> <p>Square Footage of Largest Story: _____    Existing Square Footage: _____</p> <p>Square Footage of Addition: _____    Total Square Footage: _____</p> <p>Number of Floors: _____    Building Height: _____</p> <p>Number of Units: _____    Describe Heating System(s): _____</p>	
<p>If this building is historically significant, indicate below and provide complete documentation of historical listings:</p> <p><input type="checkbox"/> Listed on the State Register of Historic Places            <input type="checkbox"/> Listed on the National Register of Historic Places</p> <p><input type="checkbox"/> Historically significant, as determined by the Vermont Advisory Council on Historic Preservation.</p>	

**Section E. Project Valuation and Permit Fee:** Complete for all permits. Make check payable to the Town of Bennington and include it with this application.

The Permit Fee is based on the total square footage of improvements or new construction for which the permit is being obtained.

a. Site Work	\$
b. Valuation of building construction	\$
c. Fixed equipment, installed	\$
d. Electrical	\$
e. Plumbing	\$
f. Sprinkler System	\$
g. Other fire suppression systems	\$
h. Heating and Air Conditioning	\$
i. Fire alarm system	\$
j. Consulting services	\$
k. Other	\$
l. <b>TOTAL PROJECT COST</b>	\$

**Permit Fee Calculation**

Calculate the permit fee using the attached fee schedule based on sq. footage & occupancy type

Total Sq. Footage of new construction \_\_\_\_\_ X \$ \_\_\_\_\_ per sq.ft.= \_\_\_\_\_

Total Sq. Footage of renovation \_\_\_\_\_ X \$ \_\_\_\_\_ per sq.ft.= \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_  
(or \$50.00 minimum fee)

**Section F. Applicant, Project Contractor and Designer Information**

Complete for all construction projects

General Contractor: \_\_\_\_\_  
Name Address Phone

Architect or Engineer  
or Other Designer: \_\_\_\_\_  
Name Address Phone

Anticipated start date of project: \_\_\_\_\_ Anticipated completion date of project: \_\_\_\_\_

Applicant's Company Name: \_\_\_\_\_

Contact Person:	Position:	
Address:		
City:	State/Zip	E-mail:
Phone:	Fax	

I hereby certify that the information contained within this application is correct and accurate

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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







**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**

<b>I. Single Family Owner Occupied Dwellings and Accessory Buildings (Minimum Fee \$25.00)</b>	\$.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)	
B. Pools	
Above Ground.....	\$25.00
Inground.....	\$40.00
C. Septic Systems (requires design certified by Vermont site tech or engineer and written certification by Vermont site tech or engineer that installed in accordance with design)	
Minor Repair.....	\$25.00
New or Replacement Conventional/Mound System.....	\$50.00

<b>D. Demolition/Relocation of Structures</b>	
Single Family Dwellings and Accessory Buildings.....	\$25.00
All Other Buildings	
0-500 sq.ft.....	\$30.00
Over 500 sq.ft.....	\$50.00
<b>E. Propane tank/Storage Tank</b>	
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

<b>A. Standard Fees:</b>	
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-,500.....	\$100.00
2,501-10,000.....	\$300.00
10,001-p.....	\$750.00
<b>B. Site Improvements Only (no bldg. Construction/renovation or change of use).....</b>	<b>\$50.00</b>
<b>C. Appeal to the Development Review Board.....</b>	<b>\$50.00</b>
<b>D. Subdivision.....</b>	<b>\$200.00 per lot</b>
<b>E. Special Projects</b>	
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
<b>F. Request for Extensions (Commercial/Public Buildings only).....</b>	<b>\$50.00</b>
<b>G. Signs (sq.ft. of sign area)</b>	
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 \*\***