



Town of Hartford

# ACCESSORY DWELLING UNITS

Supplemental Information - Building or Zoning Permit Required

Physical Location: \_\_\_\_\_

Landowner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

An Accessory Dwelling Unit (ADU) is a dwelling unit located on the same lot as a single-family dwelling either within or attached to the single-family dwelling or in a separate structure and has facilities and provisions for independent living, including sleeping, food preparation, and sanitation, provided there is compliance with all the following:

**OCCUPANCY:** The owner must live on the property and may occupy either the single-family dwelling or the ADU.

**SIZE:** The ADU cannot exceed 30 percent of the total habitable floor area of the single-family dwelling or 900 square feet, whichever is greater.

Single-family dwelling square footage: \_\_\_\_\_ ADU square footage: \_\_\_\_\_

**SETBACKS:** If the ADU is in a newly constructed structure or an addition to an existing home, it must meet the setback requirements of the zoning district. (See Zoning Permit application)

**PARKING:** One parking space is required. (See sketch on Zoning Permit application)

**MUNICIPAL UTILITIES:**

Provide written verification in the form of an executed Allocation Agreement from the Hartford Department of Public Works for any additional flows to a municipal sewer or from a municipal water connection.

Attached \_\_\_\_\_ N/A \_\_\_\_\_

Provide an Engineer’s or Licensed Designer’s Permit Exemption Certification for any municipal sewer or water connection not requiring utility line construction or reconstruction.

Attached \_\_\_\_\_ N/A \_\_\_\_\_

Provide a Wastewater Disposal and Potable Water Supply Permit issued by the State of Vermont for any municipal sewer or water connection requiring construction or reconstruction.

Attached \_\_\_\_\_ N/A \_\_\_\_\_

**ON-SITE UTILITIES:**

Provide written verification in the form of a Wastewater Disposal and Potable Water Supply Permit issued by the State of Vermont for any on-site sewer or water connection.

Attached \_\_\_\_\_ N/A \_\_\_\_\_

I confirm that my proposed Accessory Dwelling Unit complies with the requirements as outlined above.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner (if different from Applicant)

\_\_\_\_\_  
Date

The applicant retains the obligation to identify, apply for, and obtain any relevant local or state permits before any construction may commence. Please call 802-282-6488 to speak with the State Permit Specialist.