



## PERMIT LETTER

**Permit Date:** 03/07/2025

**Parcel Number:** 25087111

**Parcel Owner:** CLAYTOR  
REBECCA L

**Parcel Address:** 111 UPP WELDEN ST St Albans City, VT 05478

**Permit Number:** B25-000009

**Permit Type:** Accessory  
Structure

**Project Summary:** 9X12 greenhouse and replacing backyard fence.  
Shed must be at least 5' off all setbacks.  
Fence to be off property boundary.

**Decision:** Approved

**Conditions:**

1. The application and submittals for the above referenced project have been reviewed and the permit is **APPROVED. This approval applies only to the information listed on the drawings and specifications that have been submitted.**
2. The Permit Placard shall be displayed on the subject premises and be clearly visible from a public way. Notice shall be displayed at the time of application and shall not be removed until after the appeals expiration date or until the project is completed, whichever is longer
3. In addition to periodic inspections, a final inspection may be required.
4. This project shall adhere to all Land Development Regulations.
  - a. Approved per scope of work and sketch
5. This project shall adhere to all Board Conditions.
  - a. N/A

This permit expires after 03/11/2026.

- o If work has not been completed, **prior** to reaching the expiration date of the permit/approval, please consult with the Zoning Administrator for renewal details OR to seek new Development Review Board approval if previously required. See Article 9 of the St. Albans City Land Use Regulations for details on expirations.
- o This permit does not satisfy the requirements of the state. You must contact the state permitting specialist to determine those requirements
- o This permit does not certify the legal size of the lot and is not a legal determination of boundary lines.
- o If you have any questions or if I can be of further assistance, please contact me at 802-524-1500 ext \*262 or [s.bennett@stalbanstv.com](mailto:s.bennett@stalbanstv.com).

  
**Property Services**

March 07, 2025  
**Date**



**PERMIT NO: B25-000009**

**City of St. Albans**  
**Certificate of Posting**

The municipality shall fulfill all posting requirements listed below, while the applicant shall be responsible for all of the following postings, as part of the permit application requirements:

**Posting of Notice of Permit** (24 V.S.A. § 4449 and Section 905 of the City of St. Albans Zoning Bylaws)


- The applicant shall post the notice of permit, on the form prescribed by the town, within view from the public right of way most nearly adjacent to the subject property, until time for appeal has passed.

**Date of Posting:** 03/11/2025

**Location:** 111 UPP WELDEN ST, St Albans City, VT 05478

**CERTIFICATION:**

I, the undersigned, attest that I have completed the posting and notice requirements listed above, and fully understand and assume all responsibility, as part of my permit / permit application requirements, to properly post and maintain this notice for the required time period. Failure to do so may void my permit.

  
Applicants' Signature

3/11/25  
Date

Permit No. B25-000009

RECEIVED

MAR 06 2025

CITY OF ST. ALBANS Zoning Office



**PERMIT APPLICATION for BUILDING, CONSTRUCTION, USE or OTHER APPROVAL**  
**under the CITY OF SAINT ALBANS LAND DEVELOPMENT REGULATIONS**

Applicant(s) Rebecca Claytor Daytime Phone 832-978-4713  
 Landowner(s) Rebecca Claytor Daytime Phone 832-978-4713  
 Mailing Address 111 Upper Welden St Parcel ID # 25087111  
 Parcel Address 111 Upper Welden St. Zoning District R95  
 Email beckyclaytor@usa.net

Proposed Activity (check all that apply)

New Use - \$20 / \$50 <sup>1</sup>		New Single Family Dwelling \$30 / \$90 <sup>1</sup>	
Accessory Use - \$20 / \$50 <sup>1</sup>		Two-Family Dwelling \$30 / \$90 <sup>1</sup>	
Temporary/Seasonal Use - \$20 / \$50 <sup>1</sup>		Multi-Family Dwelling \$30 / \$90 <sup>1</sup>	
New Commercial Structure \$50 / \$300 <sup>1</sup>		Renovation/Addition to Resident. Structure \$30 / \$90 <sup>1</sup>	
Renovation/Addition to Comm. Structure \$50 / \$300 <sup>1</sup>		Pool - above ground \$20 / \$50 <sup>1</sup> or in-ground \$30 / \$60 <sup>1</sup>	
Accessory Structure - \$20 / \$50 <sup>1</sup>	✓	Fence - \$20 / \$50 <sup>1</sup> (waived if under 6 feet in height)	✓
Boundary Line Adjustment <sup>2</sup> - \$90 / \$140 <sup>1</sup>		Demolition - \$50 / \$100 <sup>1</sup>	
Subdivision <sup>2</sup> \$90 / \$140 <sup>1</sup>		Other - specify	

<sup>1</sup> After the fact <sup>2</sup> Exempt if paid as part of a DRB Hearing

Description of Proposed Activity (attach additional pages as needed)	Fees Continued:	
	Total of Fees from Above:	\$ 20
Construction of 9x12 greenhouse Cost of about \$4,000	Residential Construction Fee - \$4.00 per \$1,000 in work cost estimate	\$ 20
	Commercial Construction fee - \$5.00 per \$1,000 in work cost estimate	
4ft high fence 80ft in length Cost of \$1,000	City Clerk Recording Fee (for each permit) \$15.00	\$ 15
Cost of work: Total \$5,000	Records Management Fee (for each permit) \$12.00	\$ 12
	<b>Total Permitting and Recording fees:</b>	<b>\$ 67</b>
Expected Completion Date: <u>June 2025</u>	Check #	or Cash
		Amt Remitted:

I certify the submitted information to be true and accurate:

All fees are non-refundable, except the Construction Fee and Recording Fee for a DENIED application.

Signature of Owner: Becky Claytor Date: 3/5/25  
 Signature of Applicant: Becky Claytor Date: 3/5/25

**APPEAL:** You have the right to appeal this decision to the City of St. Albans Development Review Board within 15 days of the date of the decision (St. Albans City Land Development Regulations Sec. 905). No construction is allowed during the appeal period. If you do not appeal, this decision shall become final.

**EXPIRATION:** An approved permit shall expire after a period of time determined by Section 903 of the City Land Development Regulations.

**FOR COMPLETION BY ADMINISTRATIVE OFFICER**

Water/Wastewater Allocation change needed:  Y  N PW Initial for submitted application: \_\_\_\_\_

1) Approved: 3/7/25 Posted: 3/11/25 This approval shall not become effective until 03/23/25

2) Denied: \_\_\_\_\_  
3/7/25 \_\_\_\_\_  
 Date of Action Administrative Officer



Parcel Number: \_\_\_\_\_

Zoning District: \_\_\_\_\_



# SAINT ALBANS *Vermont*

## PROPERTY INFORMATION FORM

*This form is required as part of any application for DESIGN REVIEW or PUBLIC HEARING or for a PERMIT for BUILDING, CONSTRUCTION, USE or OTHER APPROVAL under the CITY OF SAINT ALBANS LAND DEVELOPMENT REGULATIONS*

I, Rebecca Clayton, hereby certify as follows:

1. Property Location: 111 Upper Weldon St.

2. Owners: Rebecca Clayton

3. Current Uses of Property (each dwelling counts as a single unit, ie. single family = 1 unit, duplex = 2 units, etc):

	# Units on Property	# Currently Occupied	# Currently Vacant	Please explain for how long each vacant unit has been vacant.
Dwelling Units	1	1		
Commercial Units	0	0		

4. Is this property currently being serviced by City of St. Albans water/wastewater?  yes  no

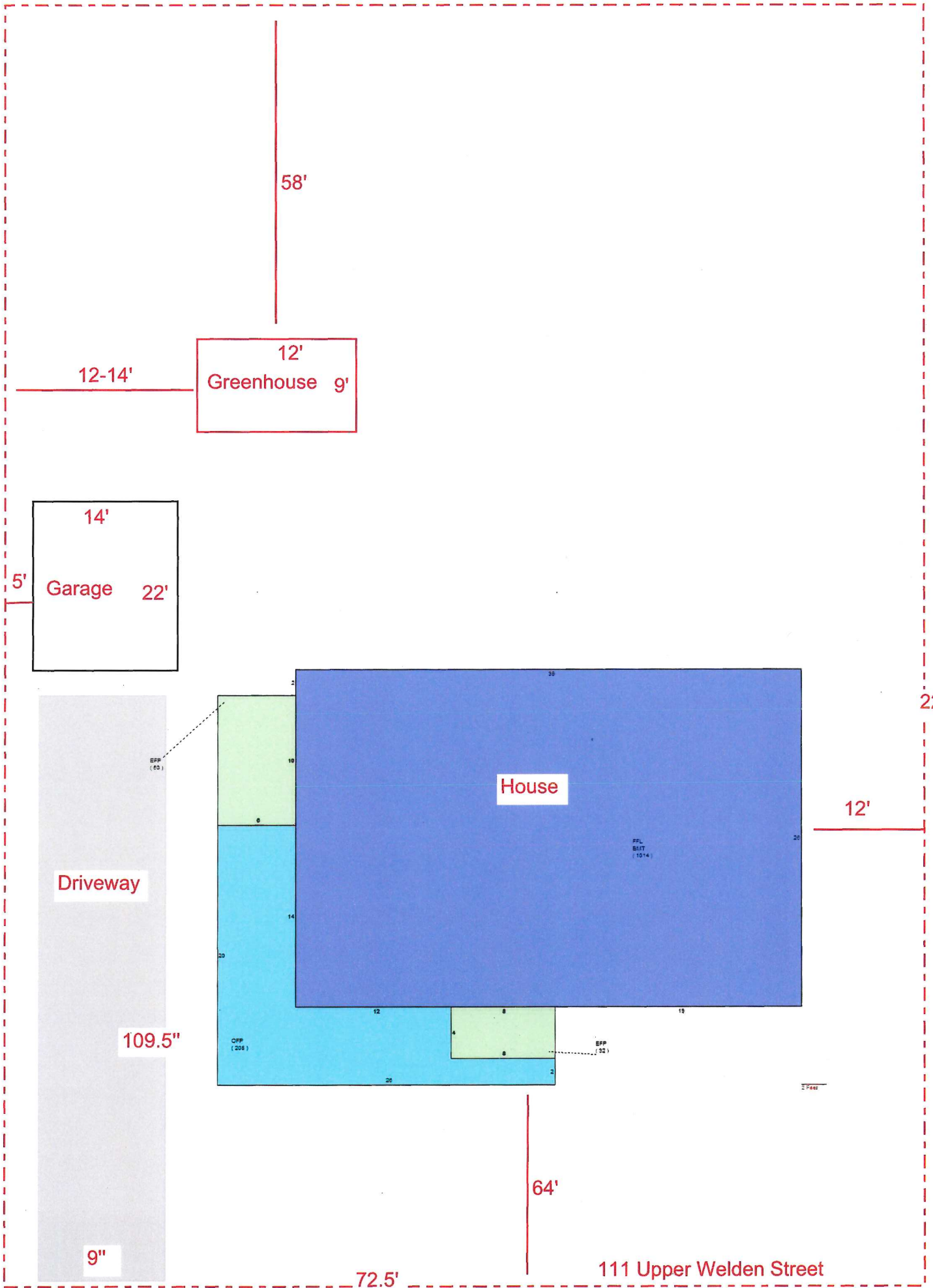
5. Please provide a count of the buildings and total rooms located on this property:

Number		Number		Number	
1	Houses	0	Commercial Bldgs	1	Full Bathrooms
1	Garages	1	Kitchens	0	Half Bathrooms
0	Sheds	3	Bedrooms		Other: describe

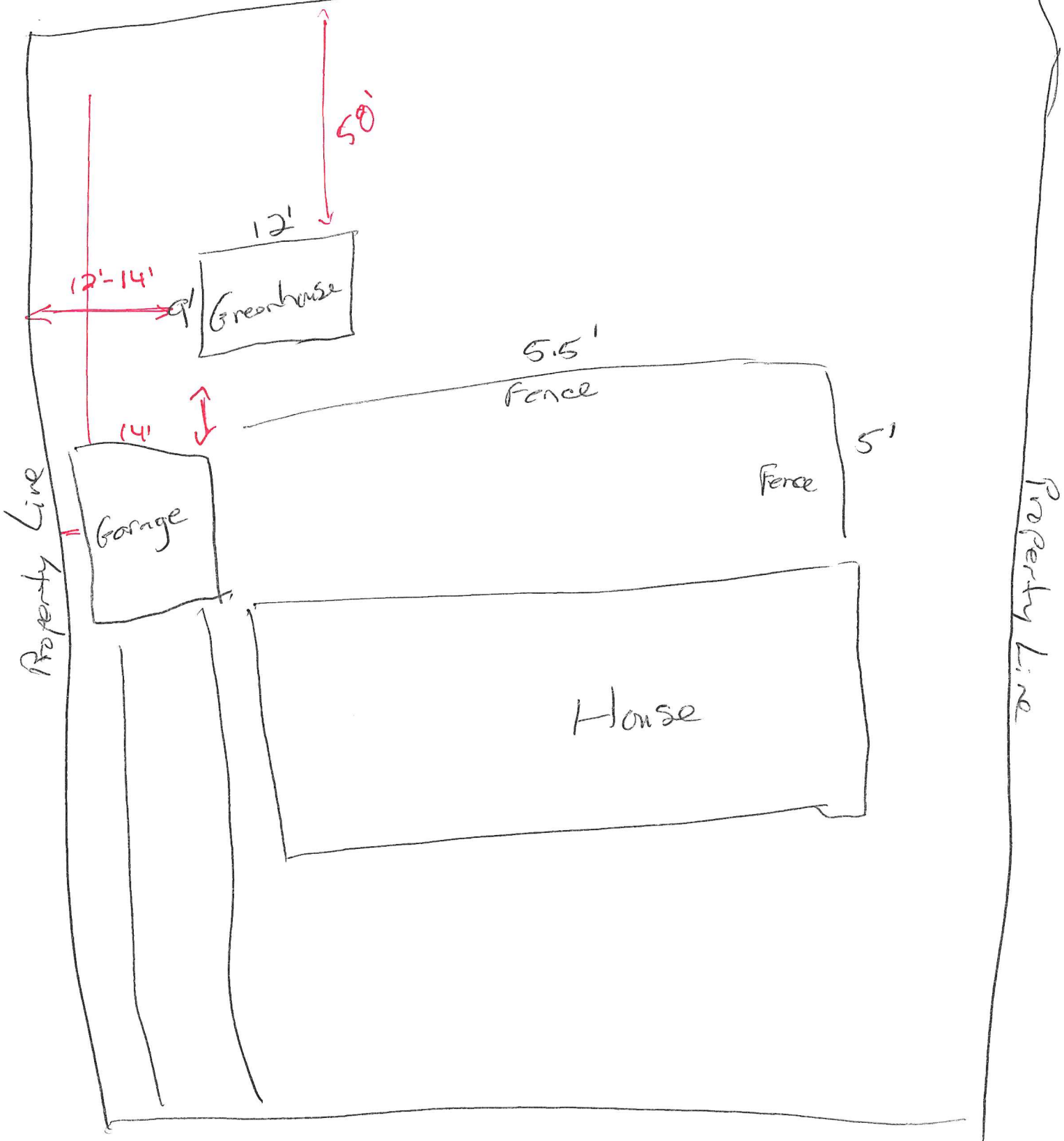
6. Is any type of business being run from this property, including a home occupation?  yes  no

Please describe: \_\_\_\_\_

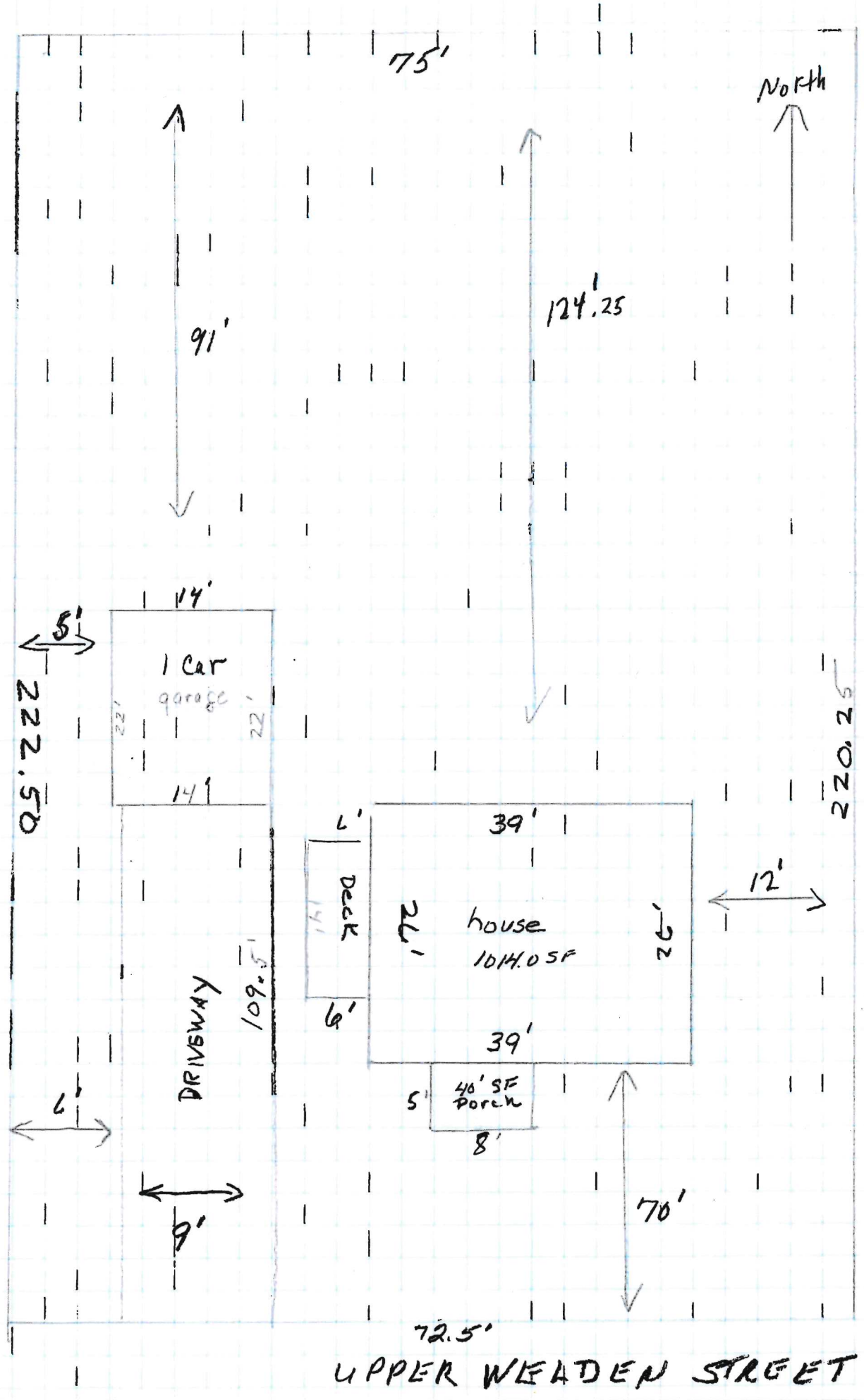
Signature: Rebecca Clayton Date: 3/5/25



Property Line



PROPERTY: 111 Upper Wealden St.  
St. Albans, VT



Property Address	<b>111 Up. Welden</b>
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House & Porches (if applicable)		
Length	Width	SquareFootage
		1014
		80
		32
		208
		0
		0
		0
		0
		0
		0
		0
		0
		0
		0
<b>TOTAL</b>		<b>1334</b>

LOT SIZE	Length	Width	Sqft
	222.5	72.5	<b>16131.25</b>

<b>TOTAL COVERAGE=</b>	<b>17%</b>
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Driveway & Parking (if applicable)		
Length	Width	SquareFootage
109.5	9	985.5
		0
		0
		0
		0
<b>TOTAL</b>		<b>985.5</b>

Garage (If Applicable)		
Length	Width	SquareFootage
14	22	308
		0
<b>TOTAL</b>		<b>308</b>

Shed/Patio/Other (If Applicable)		
Length	Width	SquareFootage
12	9	108
		0
		0
		0
<b>TOTAL</b>		<b>108</b>

<b>Total Coverage (SF)</b>	<b>2735.5</b>
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Zone	% Coverage Allowed
R95	40%
R75	50%
BNT	40%
B1	100%
B2	70%
MI	Area remaining after required setbacks and buffer areas are met
RP	70%
S-IND	Area remaining after required setbacks and buffer areas are met



# PUBLIC NOTICE

PER CITY OF ST. ALBANS LAND DEVELOPMENT REGULATIONS

**Address:** 111 Upper Welden St.

**Applicant:** Rebecca Claytor

**Project Description:** 9'x12' Greenhouse  
Back Yard Fence replacement

**Permit / Approval**

**Type:** B25-000009

**Date Issued:** 03/11/2025

**Appeal by:** 03/25/2025

**Public Hearing Notice**

**Date / Time:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Purpose:** \_\_\_\_\_

**FOR MORE INFORMATION, CONTACT:**

PLANNING & PERMITTING ADMINISTRATOR, CITY OF ST. ALBANS, PO BOX 867,  
100 NO. MAIN ST., ST. ALBANS, VT 05478, PHONE: 802-524-1500 X 262

EMAIL: [INFO@STALBANSVT.COM](mailto:INFO@STALBANSVT.COM)

WEB: [WWW.STALBANSVT.COM/PLANNING](http://WWW.STALBANSVT.COM/PLANNING)

**Applicant:** This notice shall be displayed on the subject premises and be clearly visible from the public way. Notice shall be displayed at the time of application and shall not be removed until after the appeals expiration date.

Sara Bennett  
ADMINISTRATIVE OFFICIAL

