

# TOWN OF MIDDLESEX

**Office of:**

**Town Clerk  
Treasurer  
Select Board  
Listers  
Board of Civil Authority  
Zoning Administrator  
Planning Commission  
Board of Abatement**

**5 Church Street  
Middlesex, Vermont 05602  
Tel. (802) 223-5915  
[mdxclerk@comcast.net](mailto:mdxclerk@comcast.net)  
Fax: (802) 223-1298**

## **TOWN OF MIDDLESEX PUBLIC NOTICE: ZONING ADMINISTRATOR VACANCY**

The Town of Middlesex seeks a part-time Zoning Administrator to apply and enforce the Middlesex Land Use and Development Regulations. Specific duties include the following: receive, review, and act on all permit applications in accordance with the Middlesex Land Use and Development Regulations and 24 V.S.A. § 4448. Record permits and memoranda of other official actions, as required, with the Town Clerk. Provide information with regard to zoning regulations to prospective permit applicants and advise applicants of their responsibility to contact state and federal programs from which they may need to obtain other permits. Advise the Zoning Board of Adjustment on applications for conditional use and variances, and attend ZBA hearings as appropriate. Investigate and enforce as necessary alleged violations of municipal regulations and ordinances. Perform site visits and other duties as required. Applications should be submitted to the Middlesex Planning Commission by 5 P.M. November 17, 2020, via email to [mdxclerk@comcast.net](mailto:mdxclerk@comcast.net) or mailed to 5 Church Street, Middlesex, VT 05602. Middlesex residence not necessary; hourly pay based upon experience. For more information, call 223-5915.