

TOWN OF STAMFORD, VERMONT

— Chartered 1753 —

986 Main Road, Stamford, VT 05352

Phone (802) 694-1361

Fax (802) 694-1636

Administrative Officer – Job Description

The Administrative Officer (AO) shall review and approve permits for land development as provided in the Zoning By-Laws of the Town of Stamford, Vermont. The AO shall literally enforce the provisions of the Zoning By-Laws of the town. The AO shall maintain a full and accurate record of all applications, permits, decisions and violations acted upon by the AO, which records shall be filed with the Stamford Town Clerk and the Board of Listers. Refer to Zoning By-Laws, Sections 9.1 thru 9.2.3 for the job description and further information.

Send cover letter, resume, and three references to:

Sheila Lawrence, Chair,

Stamford Planning Commission

Town Office

986 Main Road

Stamford, VT 05352

Applications due by September 25, 2017.

The Planning Commission reserves the right to continue to advertise this position until it is filled.

**** Application deadline extended to October 16, 2017 ****