

Application # _____
Lot Size: _____

Date Received _____
Fee _____

**TOWN OF NORTH HERO
DEVELOPMENT REVIEW BOARD**

SITE PLAN APPROVAL APPLICATION

Applicant: _____ **Fax** _____ **Phone:** (____) _____

Mailing Address: _____ **City** _____ **State** _____ **Zip Code** _____

Owner of Record: _____ **Fax** _____ **Phone** (____) _____

Mailing Address: _____ **City** _____ **State** _____ **Zip Code** _____

Location of Property: _____ **Tax Map No.** _____

Type of Application: (See Clerk For appropriate Fees)

- Lot Merger and/or Boundary Line Adjustment**
- Subdivision Application Site Plan Review Final Platt Approval Application**
- Planned Unit Development (PUD) Preliminary Final**
- Planned Residential Development (PRD) Preliminary Final**

This application must include all of the required information as stated in the attached Sections of the Bylaws to be complete: If there is a survey of the property, please submit a copy with this application. All applications that are not complete will be returned to the applicant and must be re-submitted when complete.

Applications for obtaining any required State subdivision, water supply or wastewater disposal permit is the sole responsibility of the landowner and must be done before construction permits can be issued. To obtain more information, or to determine if a permit is required, contact the Agency of Natural Resources, Wastewater Management Division, at (802) 241-3822.

Signature of Applicant: _____ **Date** _____

DO NOT WRITE BELOW THIS LINE

APPROVAL

I, _____, based upon of the decision of the Development Review Board and review of the Mylar and Town of North Hero records of the above property on _____, hereby certify all conditions for this subdivision, including existing structures and uses thereof, comply with all applicable Bylaws of the Town of North Hero.

Signature: _____ **Date:** _____

DENIAL

An approval on this site plan cannot be granted due to the following reasons:

Signature: _____ **Date:** _____

**DEVELOPMENT REVIEW BOARD
ADMINISTRATIVE CHECKLIST
FOR SITE PLAN APPROVAL APPLICATIONS**

In reviewing site plans, the Development Review Board may impose appropriate conditions with respect to:

Adequacy of traffic access	Circulation and parking
Landscaping and screening	Utilization of renewable energy resources

A completed application, fee payment and three large copies of your preliminary site plan drawing must be submitted to the town Clerk not less than 21 days prior to the next regularly scheduled meeting of the Development Review Board. The site plan must, at a minimum, include the following information:

1. Name(s) and addresses of the applicant as well as owner(s) of the property
2. Names and addresses of adjacent property owners
3. Existing property lines with rough dimensions
4. Significant features such as wetlands, streams , etc.
5. All existing buildings, accessory buildings, deeded Right-of Ways, wells, septic systems
6. Location of zoning districts and vicinity map

The applicant will be notified in writing of the date, time and place of the warned hearing. The Development Review Board may require that the final site plan map contain additional information, such as:

1. Topographic contours
2. Land held in common and density reserves
3. Proposed site development, including walkways, landscaping and screening
4. Traffic access, circulation and parking as well as estimated daily and peak traffic

After approval by the Development Review Board, the applicant must submit the Mylar to the Town clerk with in 90 days. If not submitted within the required time, the approval is withdrawn. The applicant will then have to re-apply.