

TOWN OF WAITSFIELD

4144 Main Street, Waitsfield, Vermont 05673

SUBDIVISION APPLICATION

802-496-2218

Application #: _____ Fee Paid: _____
 Date Application Received _____ **Sketch Plan Review** (applies to minor and major): \$25
Minor Subdivision: 1-4 lots, \$150/lot; Amendment: \$75
 Discussion Phase Meeting Date: _____ **Major Subdivision:** 5 lots, 800' road, PUD/PRD: \$175/lot]
 Warned: _____ Abutter Notifications Sent: _____
 Classification: Major / Minor Site Visit Date: _____
 Final Plan Hearing(s) Date: _____
 Decision: _____ Date Signed: _____
 Comments: _____
 Mylar Due Date: _____ Slide #: _____

Name of Development _____
 Has this been subdivided in the past? If yes, when _____ by _____
 # Lots _____ Act 250 # (if applicable) _____

Owner/Applicant: _____ Telephone _____
 (If not owner, please submit letter authorizing agent status) e-mail: _____
 Mailing Address: _____
 Physical Location of Property: _____
 Parcel #: _____ Zoning District _____ Flood Hazard Area: Y N Wetlands: Y N
 Total Acreage of parcel to be subdivided: _____ Number of Lots Proposed: _____
 Acreage in Each Lot: Lot 1: _____ Lot 2: _____ Lot 3: _____ Lot 4: _____ Lot 5: _____ Lot 6: _____
 Lot 7: _____ Lot 8: _____ Lot 9: _____ Lot 10: _____ Lot 11: _____
 Do the proposed lots meet the requirements of the Zoning District? Y N
Signature _____

Please submit the information listed below with this application.

		Sketch Plan	Preliminary Plan	Final Plan
√	(A) Application Information			
	Application Form [number of copies]	2	2	2
	Application Fee	√	√	√
	Name of project, if any	√	√	√
	Name, address of applicant (landowner and subdivider, if different)	√	√	√
	Written description of proposed development plans, including number and size of lots; general timing of development	√	√	√
	Waiver request, in writing [optional]	√	√	
	Evidence of written notification to adjoining owners of intent to subdivide; to include copies of any waiver request if any)*		√	
	(B) Plan/Plat Mapping Requirements	Sketch	Prelim. Plan	Final Plat
	Materials	Paper	Paper	Mylar
	Date, North Arrow, Legend	√	√	√
	Preparer Information, Certifications	√	√	√
	Scale (not less than 1 inch = 200')	√	√	√
	Project boundaries and property lines	Drawn	Drawn	Surveyed
	Existing and proposed lot lines, dimensions	Drawn	Drawn	Surveyed
	Adjoining land uses, roads and drainage	√	√	√
	Zoning district designations and boundaries	√	√	√

	Location of all significant natural features, including but not limited to: - wetlands; - flood hazard areas; - slopes with a gradient of 15% or greater, and 25% or greater; - significant wildlife habitat; - historic sites and features, including stone walls; - scenic features identified in the Town Plan; - existing trail corridors, - surface waters and associated buffer areas; and - other significant geologic features and landforms, including prominent knolls and ridgelines.	General location based on available maps & data	Specific boundaries, unless waived by PC because of limited potential impact	Specific boundaries, unless waived by PC because of limited potential impact
	Existing and proposed elevations, contour lines*		5' interval	5' interval
	Existing and proposed roads, paths, parking areas, associated rights-of-way or easements	Drawn	Drawn	Surveyed
	Proposed utilities, water and wastewater systems and associated rights-of-way or easements*		√	√
	Proposed development envelopes		√	√
	Monument locations*			√
	Road profiles; road, intersection and parking area geometry and construction schematics*		√	√
	Proposed landscaping and screening*		√	√
	Proposed conservation buffer and/or easement areas*		√	√
	Notation prepared in accordance with Section 2.5			√
	Reduced (11' x 17') copies of proposed plan [number of copies]	10	10	10
	(C) Supporting Information & Documentation	Sketch Plan	Preliminary Plan	Final Plan
	Site location map showing proposed subdivision in relation to major roads, drainage ways, and adjoining properties	√	√	√
	Statement of compliance with the town plan and applicable local regulations	√	√	√
	Engineering reports (water and wastewater systems)		√	√
	Existing and proposed traffic generation rates, volumes*		Estimated	Documented
	Off-site easements (e.g., for water, wastewater, access)*	Description	Draft	Final
	Proposed phasing schedule*	Description	Draft	Final
	Proposed covenants and/or deed restrictions*	Description	Draft	Final
	Proposed homeowner or tenant association or agreements*	Description	Draft	Final
	Proposed performance bond or surety*		Description	Final
	(D) As may be required by the Planning Commission			
	Stormwater and erosion control plan			
	Grading plan (showing proposed areas of cut and fill)			
	Building footprints			
	Open space management plan			
	Site reclamation plan (for subdivisions involving extraction)			
	Traffic impact analysis (current and proposed traffic volumes, capacities, levels of service, proposed improvements)			
	Visual impact analysis and mitigation plan			
	Wildlife habitat impact assessment and mitigation plan			
	Fiscal impact analysis (analysis of fiscal costs and benefits to the town)			
	Other			
	* Upon written request may be waived by the Planning Commission.			