

## TOWN OF UNDERHILL, VERMONT

## Subdivision Checklist: Preliminary Hearing

Docket #: DRB-17-18 Property ID: BL004 Meeting Date: 11/19/2018Applicant/Consultant: Ken Hall / O'Leary-Burke Civil Associates, PLC# of Lots: 2 Zoning District(s): Rural ResidentialIs this a Planned Residential Development?  Yes  NoIs this a Planned Unit Development?  Yes  NoIs this part of a previously-approved subdivision?  Yes  No

## Submission Requirements

*The following are required prior to scheduling a hearing and/or site visit.*

<u>Required</u>	<u>Submitted</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	One large and twelve 11" x 17" copies of the draft subdivision plan.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Engineering drawings (see attached checklist).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State of Vermont Project Review Sheet.
<input type="checkbox"/>	<input type="checkbox"/>	Draft legal documents (deeds, easements, Homeowners Associations, maintenance agreements, etc.).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fees.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Written disclosure of the intended use of land to be subdivided, and general plans for the subsequent development of any land to be retained by the owner/applicant (required when only a portion of an existing parcel is to be subdivided).
<input type="checkbox"/>	<input type="checkbox"/>	Master Plan. See Section 8.1(B)(1)(a) for specific requirements.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Findings of Fact (see attached checklist).
<input type="checkbox"/>	<input type="checkbox"/>	Written requests for modifications or waivers, including justifications for such requests.

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<u>Required</u>	<u>Submitted</u>	<u>SURVEY</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The name and address of the record owner and designer of preliminary plat. Survey must be done by a licensed land surveyor.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date, north orientation used and basis, scale, and legend.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The property codes and names of owners of record of adjacent acreage, including those directly across any road adjoining proposed subdivision. Also include the names of all subdivisions immediately adjacent to the proposed subdivision.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The provisions of the zoning regulations applicable to the area to be subdivided.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Existing and proposed easements, rights-of-way, roads, driveways, pedestrian walkways, and utility corridors. Proposed utility easements will be centered on as-built utility lines.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Surface waters, wetlands, vernal pools, and associated buffers.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mapped floodplains.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Open space areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Proposed lot lines with dimensions.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Building envelopes for all structures, parking areas, and associated site improvements.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The preliminary plat shall be accompanied by a vicinity map drawn to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area. The vicinity map shall show all of the area within two thousand (2,000) feet of any property line of the proposed subdivision.

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Required	Submitted	<u>ENGINEERING DRAWINGS</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Name and address of record owner(s) and designer of preliminary engineering plans.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date, north orientation used and basis, scale, and legend.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Abutting neighbors identified by name and property code.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The provisions of the zoning regulations applicable to the area to be subdivided.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Natural topography (surface contours, grades) and drainage patterns.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Surface waters, wetlands, vernal pools, and associated buffers.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mapped floodplains.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Natural vegetative cover (timber and orchard stands, witness and shade trees, copses, hedgerows, etc.).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Significant wildlife habitat areas and corridors, and rare, threatened, and endangered plant and animal communities and associated buffers.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Areas of forestland.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outcrops, ledges, visually prominent ridgelines and peaks, or other unique topographical and geographical features. (Include tree canopy height for proposed development down-slope of ridges and hilltops).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Areas of steep or very steep slopes.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Primary agricultural soils.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Existing open space areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Existing common land areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Historic sites and structures.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Designated Source Protection Areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Existing easements, rights-of-way, pedestrian walkways, curb cuts, driveways, roads (including Class IV), parking areas, and utility corridors.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	The location and size of existing sewerage systems and water supplies, culverts, and drains or underground cables on the property to be subdivided.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Existing buildings and grades.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Proposed new lot lines (dimensions to the nearest foot, no bearings) and acreages.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Proposed easements, rights-of-way, pedestrian walkways, curb cuts, driveways, roads and upgrades, parking areas and designs for each (include cuts, fills, grades, drainage, culverts, travel lane widths, shoulder widths, surfacing, etc.)

