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April 30, 2012

Michael & Holly Rainville
Kevin McKegney
80 Cemetery Rd.
Jericho, VT 05465

Dear Applicants:

At the meeting on April 16, 2012, the Development Review Board reviewed your sketch plan application for a 2-lot subdivision of your property at 8 Dumas Rd. in Underhill, VT. This letter is provided per Section 7.3 (D) of the Unified Land Use and Development Regulations.

SUBDIVISION CLASSIFICATION

As you are aware, this application is being reviewed under the Unified Land Use and Development Regulations effective March 2012. The subdivision process must distinguish between major and minor classifications. Due to the nature of your proposal, the DRB has classified this as a **minor subdivision**. [Section 7.2 (E)]

REGULATION CONFORMANCE

Based upon the information submitted at the sketch plan meeting, it appears that the proposed subdivision will generally conform to the regulations. However, the Board did raise some concerns at the meeting that should be addressed in your preliminary plans.

REVIEW CRITERIA & ISSUES TO BE ADDRESSED

This sketch plan letter outlines "specific areas of concern to be addressed" per Section 7.3 (D) and per Section 8.2, General Standards for subdivision review.

1. As discussed during the meeting, the DRB has concerns regarding the access for this subdivision proposal. Specifically, the concern is for the potential to have up to three curb cuts to serve Lots 1 and 2 as well as the existing access serving two adjoining properties (serving 4 and 6 Dumas Rd.). Section 3.2(D)(8) states that shared driveways are encouraged and may be required by the DRB "to minimize the number of access points and intersections along public highways." It is recommended that shared access as

currently proposed is included in the preliminary plans. Shared access may be a requirement of approval.

2. Per Section 3.22(B)(1), connections to the public water supply must be approved by the Jericho-Underhill Water District (JUWD). It is recommended that you contact the JUWD as early in the process as possible to obtain the required approval as evidence in fulfillment of this regulation. Additionally, any easements required for new connections must be finalized with the JUWD, deeded and recorded in the Land Records, and all existing and proposed easements must be depicted on the plans.
3. The triangular piece of land between VT Route 15 and Dumas Road must be surveyed as part of this application.
4. Finally, the Special Flood Hazard Area (aka, floodplain) must be depicted on the plans.

The above should be included in an application for the preliminary hearing stage in addition to the information required on the enclosed checklists.

PRELIMINARY SUBDIVISION HEARING – PROCESS

As you are aware, the Board voted against your request to waive the preliminary hearing requirement due to the outstanding questions they and neighbors raised during the sketch plan review meeting. Therefore, the next step in the subdivision process is to hold a hearing for the purposes of conducting preliminary subdivision review. The application requirements for this step are detailed in Section 7.5 and Article VIII of the Unified Land Use and Development Regulations. The following is provided as a general overview of the process.

You will be required to submit one large and twelve 11" x 17" copies of the plat and engineering drawings, a check for the base hearing fees, a copy of the State Project Review Sheet, and copies of draft legal documents. Also include information addressing items 1-4 above and the requirements on the enclosed checklists.

Once I receive a completed application package, I will schedule and warn a site visit and the preliminary hearing. You will be asked to post another red "Z" sign on the lot no later than 15 days prior to the scheduled hearing. I will take care of the notice requirements, including Certified Mail to your neighbors and publication in a newspaper. The cost for notice is borne by you and the newspaper fee will be included in the final invoice.

For your convenience, I am copying your surveyor Chris Haggerty on this letter. An application for the Preliminary Subdivision Hearing and associated checklist(s) are also included with this letter. The checklists will aid in preparing your hearing submissions and will also aid the Board in reviewing the required documents.

After the Preliminary Subdivision Hearing, the Board will have 45 days to issue a signed, written decision. You will receive a copy of the signed decision via Certified Mail mail. Any interested parties who participated in the hearing will also receive a copy of the decision. A 30-day appeal

period will begin from the date of the signed decision, and must expire prior to scheduling a hearing for final subdivision. Preliminary approval is valid for one year from the date of issuance.

FINAL HEARING

Following the preliminary hearing, but not before the 30-day appeal period has expired, you may submit a complete application for a final hearing. I will include the requirements and procedure for that step in the letter accompanying your preliminary decision.

If you have any questions or need assistance with the required submissions, please call me at the number listed above.

Sincerely,

A handwritten signature in black ink that reads "Kari Papelbon". The signature is written in a cursive style with a large, looping initial "K".

Kari Papelbon

cc: File
Chris Haggerty, Button Professional Land Surveyors, PC (via email)
encl: Application for Subdivision: Preliminary
Subdivision Checklist: Preliminary Hearing
Subdivision Standards Findings Checklist