



Town of Underhill

Development Review Board

Sketch Plan Findings & Decision

Application of Hall for a 2-Lot Subdivision

Lawrence Hall
1233 Shelburne Road, #220
South Burlington, VT 05403

June 30, 2017

During the June 19, 2017 meeting, the Development Review Board reviewed and accepted your sketch plan application for a 2-lot subdivision of property located at 43 Downs Road (DW043) in Underhill, VT. This letter is provided per Section 7.3.D of the Unified Land Use and Development Regulations and is valid for one year. If a preliminary/final subdivision application is not filed within a year of the date this letter was issued, another sketch plan review shall be required [Section 7.3.E].

SUBDIVISION CLASSIFICATION

This application was reviewed under the Unified Land Use & Development Regulations adopted March 2011, as amended through March 4, 2014. The subdivision process must distinguish between major and minor classifications. Due to the nature of your submitted proposal, the DRB has classified this as a "minor subdivision" [Section 7.2.E]. Also, as you know, the Board voted to waive preliminary subdivision review, and therefore, only a final subdivision hearing will be required.

REGULATION CONFORMANCE

Based upon the information submitted at the sketch plan hearing, the proposed subdivision appears to have the potential to conform to the regulations. However, you and your consultant(s) should ensure that all of the subdivision review standards in Article VIII are addressed, as well as meet all ~~any~~ applicable preliminary subdivision requirements in Section 7.5 and all of the final subdivision requirements in Section 7.6.

REVIEW CRITERIA & ISSUES TO BE ADDRESSED

This sketch plan letter outlines "specific areas of concern to address" per Section 7.3.D, and is meant to provide recommendations and guidance to the applicant. During the sketch review, the Board felt that the following items and concerns should be addressed in your application for final subdivision approval:

1. A preliminary access permit shall be obtained from the Selectboard prior to final subdivision review. The Selectboard encourages applicants to submit information showing that the access way will not exceed a slope of 10% (typically shown by submitting a road profile); a 15-foot by 37.5-foot turnaround to accommodate emergency vehicles, which also includes a 35-foot radius; as well as satisfying any other conditions of the Road Ordinance.
2. All surface waters, including streams and brooks, wetlands and floodplains shall be identified and delineated on the submitted site plan.

3. The Plan should address if the proposal includes due regard for preservation of existing deeryards and other wildlife habitat.
4. The Plan should show how the two lots will meet the required minimum road frontage for the Rural Residential Zoning District.
5. The survey plat shall depict all easements and/or rights-of-way that are located on the existing parcel of land to be subdivided.
6. The site plan shall depict a proposed building for subsequent development understanding that all structures, including accessory structures, are required to be within the building envelope.
7. The applicant should prepare and submit a draft Road Maintenance Agreement. The Board encourages the applicant to work with the potential parties that would be a part of that Agreement.
8. The applicant shall obtain the necessary documentation/wastewater system & potable water supply permits from the State of Vermont, Department of Environmental Conservation. If the applicant proposes a wastewater system and water supply system, he shall identify the well shield and isolation distances on the submitted site plans.
9. The applicant shall also show the well shield of the existing dug well.
10. A Final Subdivision Application, in addition to the Preliminary Subdivision Findings Checklist, shall be submitted in accordance with the criteria listed in § 7.5 and § 7.6 of the Underhill Unified Land Use & Development Regulations;
11. The draft survey plat shall be prepared by a licensed surveyor;
12. The applicant shall submit engineering drawings in conformance with the application requirements in the Underhill Unified Land Use & Development Regulations, specifically:
 - a. Areas of steep slopes, flood hazards, stream water setbacks, septic setbacks, and well shields; and
 - b. The requisite size culverts shall also be illustrated on the plans.
13. The scheduling of a site visit prior to the final subdivision review hearing.

Other preliminary/final subdivision review requirements are outlined in the checklist and in the Unified Land Use & Development Regulations. The Board expects that all of the requirements will be included in the preliminary subdivision review application package.

PRELIMINARY/FINAL SUBDIVISION HEARING – PROCESS

As mentioned above, the Board has waived a preliminary, and therefore, only a final subdivision review hearing is required. The next step in the subdivision process is to hold a hearing for the purpose of conducting final subdivision review. The application requirements for this step are detailed in Section 7.6 and Article VIII of the Unified Land Use & Development Regulations; however, please note some of the preliminary subdivision review application requirements under Section 7.5 may apply. Directly below is a general overview of that process:

You will be required to submit one large and twelve 11" x 17" copies of the plat and engineering drawings and copies of draft legal documents. Also include information addressing the items above and the requirements on the enclosed checklists.

Once the completed final application package is received, the site visit and final hearing will be scheduled and warned. You will be asked to post a red "Z" sign on the lot no later than 15 days prior to the scheduled hearing. Planning staff will take care of the notice requirements, which includes certified mail to your neighbors and publication in a newspaper. The cost for notice and the newspaper fee is borne by you and will be included in the invoice with your final decision.

An application form for the Final 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 Final Subdivision Hearing, the Board will have 45 days to issue a written decision. You will receive a copy of the signed decision via certified 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.

If you have any questions or need assistance with the required submissions, please feel free to contact me by phone: (802) 899-4434, ext. 106; or by email: astrniste@underhillvt.gov.

Sincerely,



Andrew Strniste

Planning Director & Zoning Administrator

cc: Sandra W. Sbarro
Vincent Sbarro
Amanda Bosley

encl: Application for Subdivision: Final
Subdivision Checklist: Preliminary Hearing
Subdivision Checklist: Final Hearing
Subdivision Standard Findings Checklist