

CONDITIONAL USE/SITE PLAN REVIEW APPLICATION REQUIREMENTS		
A. APPLICATION INFORMATION	SKETCH PLAN (optional)	FINAL PLAT
Number of copies	1	9
Application Fee	√	√
Name or Title of Project (if any)	√	√
Name and Address of Applicant and Landowner, and professional advisors, including license number and seals	√ ¹	√ ¹
Written Statement Outlining Nature of Conditional Use (i.e. proposed purpose) or Site Plan approval requested, including: total acreage and/or lot size; and specific request for action by the Development Review Board [DRB]	√	√
Evidence of Written Notification to Abutting Landowners of intent to seek approval		√
Questionnaires and other forms requested by the Planning Office		√
B. PLAN/PLAT MAPPING REQUIREMENTS	SKETCH (opt)	FINAL PLAT
Materials	on paper	on paper
Number of Full Size Sets of the Proposed Plan		2
Number of Printed Copies of Proposed Plan/Plat reduced to 11" x 17" paper, along with copies of supporting documentation/additional information		9
Proposed Plan/Plat and supporting documentation in electronic file (.pdf) format		√
Date, True North Arrow, Legend	√	√
Preparer Information, Certifications	√	√
Scale (not less than 1 inch = 200')	√	√
Zoning District designation and boundaries	√	√
Boundaries and Property Lines, indicating existing and proposed lot and road lines; pedestrian ways, reservations and area(s) to be dedicated to public use, including dimensions, and names and addresses of adjoining and facing landowners	drawn	surveyed
Adjoining Land Uses, Roads and Drainage and any existing restrictions on use of land including easements, covenants and zoning district boundaries, and acreage of such land involved	drawn	surveyed
Existing and Proposed Contour Lines in area to be developed	indication	5' interval ²
Location of all overlay districts, Including the Wetlands Overlay District, River Overlay District, Wellhead Protection Overlay District, and Natural Resource Overlay District	indication	delineated in area to be developed
Location of slopes 25% or greater, indication of the total area of disturbance of such slopes, and information regarding slope stabilization and erosion control measures (See Section 11.5.2)	indication	delineated in area to be developed
Location of other Natural and Cultural Resources, including: existing and proposed roads, paths, parking areas; water courses, floodplain, natural drainage ways, class iii wetlands, marshes; farm land and forest resources; public facilities, utilities and historic resources; steep slopes, prominent knolls and ridgelines; wildlife habitat and natural areas; and other significant physical features in and near the development and acreage of such land involved, along with any associated Rights-Of-Way or easements	indication	delineated in area to be developed

B. PLAN/PLAT MAPPING REQUIREMENTS (cont'd)	SKETCH (opt)	FINAL PLAT
Existing and Proposed Building Envelopes/footprints, structure setback lines/distances		√
Existing and Proposed accesses, driveways, parking, loading and service areas		√
Existing and proposed sidewalks, pedestrian pathways, multiuse paths, etc.		√
Existing and Proposed Utilities, Water and Wastewater Systems and associated Rights-Of-Way or easements		√
Existing and Proposed Landscaping and Screening		√
Existing and Proposed Outdoor Storage/Display areas		√
Existing and Proposed outdoor lighting		√
Existing and Proposed Conservation Buffer and/or easement areas		√
Engineering Reports (water and wastewater systems if impacted)		√ ^{b,c,f}
Relevant legal documents	draft	final ^h
Proposed Letter of Credit, Performance Bond or other Surety	draft	final
Proposed Road Profiles, including names; road, intersection and parking area geometry; and construction schematics within area to be developed, including lengths of all straight lines, slopes, the deflection angles, radii, lengths of curves and central angles of all curves, tangent distances and tangent bearings for each road		√ ^a
Dimensions of lot to the nearest foot and area to the nearest 1/100th of an acre, and all angles and bearings to the nearest minute		√
Monument Locations in accordance with Article 3, Section 1(10)		√
Calculation of total amount of new impervious surfaces	estimate	√
Stormwater and Erosion Control Plan showing temporary and permanent procedures		final
Documentation that Stormwater Management measures at minimum meet the Recharge (Rev) and water quality volume criteria, if more than 0.5 acres of impervious surface are created (see Section 11.13.1.4)		final, including calculations
Other Digital or Analog Data as requested by the Planning Office		√
C. Other Data As May Be Required by the Development Review Board:	SKETCH (opt)	FINAL PLAT
Information regarding runoff during the 25-year storm		as requested during sketch plan review, or required by Land Use Regulations
Erosion Control Risk Evaluation Checklist from the Vermont Department of Environmental Conservation		
Stormwater and Erosion Control Plan showing temporary and permanent procedures		
Grading Plan (showing proposed areas of cut and fill)		
Open Space Management Plan		
Site Reclamation Plan (for developments involving extraction)		
Traffic Study (current and proposed traffic volumes, capacities, levels of service, proposed improvements) and/or Vehicle Parking Management Plan. See Section 11.1.5.		
Statement of Conformance with the Town Plan and compliance with applicable local regulations		
Outdoor lighting plan (including lighting fixture specifications and illumination levels)		

<p>Information demonstrating conformance with performance standards found in Section 11.14</p>		
<p>1) <i>If the owner of record is not the applicant a letter from the owner of record authorizing the applicant to apply for subdivision must be submitted.</i> 2) <i>Large areas to be set aside unchanged for open space and passive recreation, as well as minor grading in conjunction with construction may be exempt from detailed contour information</i></p>		

IN ADDITION to the required components outlined above, for Final Plat review and approval, the following components may be required of the applicant by the Development Review Board:

- a) A letter from the Selectboard indicating its approval of construction details for any proposed public road. Road profiles shall show accurate existing and finished grades together with typical cross-sections and construction plans, including details of the drainage structures, banks, etc., in conformance with the Public Works Specifications and shall be certified by a registered professional engineer.
- b) A letter from the commissioner of the water district, if the development is proposed to be served by public water supply, stating that the water district has adequate capacity to serve the development and noting any improvements or modification necessary to serve the development.
- c) Evidence from the applicant, if the development is proposed to be served by private water supply for two or more connections that establishes adequate quality and quantity of water. The DRB may require the applicant, prior to approval, to make one or more test wells if additional evidence is required.
- d) A letter from the Underhill-Jericho Fire Department affirming its ability to provide adequate fire protection or noting any improvements or modification necessary to gain that ability.
- e) A letter from the Chittenden East School District Superintendent addressing the effect of the development on the capacity of the school system.
- f) Results of two [2] percolation tests and two [2] test bores dug to seven [7] feet on each proposed lot, and the design of the proposed septic systems by a registered professional engineer.
- g) Engineering and construction details of stormwater drainage system.
- h) Any proposed covenants and/or deed restrictions intended to cover all or a portion of the development.
- i) The following endorsement on each section of the applicant’s final submission to be completed by the Chair of the DRB or designated representative, upon approval:

<p>Approval by the Jericho Development Review Board</p> <p>on the _____ day of _____ 201____ subject to all</p> <p>conditions and requirements attached to Permit # _____.</p> <p>_____, Chair</p> <p>Jericho Development Review Board</p> <p>Date _____ 201____</p>
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6/13/16

Town of Jericho
Development Review Board
P.O. Box 39
Jericho, VT 05465

Cover Letter for PUD application

Dear Members of the Development Review Board and Zoning Administrator;

Background

The subject property is an existing 6.2-acre parcel that had remained undeveloped for years. It presently is fully permitted for the construction of an ample single family home. The utilities are to be served by Champlain Water District via connection with the Village of Jericho Water District, electrical interconnection with Vermont Electric Coop and conventionally designed in ground Septic. All Utilities are located at the front of the property.

We have previously presented this project at sketch review. This letter will address the questions that were raised at the meeting and at the follow up meeting with Michelle Patrick Zoning Administrator. We are proceeding on this project to final review based upon the follow up discussion with the Michelle where the project became clear and understood. Through our work with Efficiency Vermont, Michelle accepted the Efficiency Vermont proposal to meet the Jericho Energy Efficiency bonus criteria.

DENSITY BONUS

As requested by the board we have had a qualified real estate attorney write a legal opinion dated June 7th 2016, that details the specific rules and regulations that allow the Development Review Board to grant the density bonus based on the project meeting the energy efficiency criteria and conventional 2-lot subdivision rules.

OPEN SPACE MANAGEMENT

We have specifically addressed all of the needed legal documentation requested, by supplying the board with drafts of our Declaration, HOA Bylaws, and Exhibits. These documents specifically detail the shared common elements and limited common elements for each unit owner, along with the detailed unit boundaries. This allows the project to maintain the balance of the property as shared common open land. These documents are consistent with and comparable with "**Moore Commons At Packard Road**" project that was successfully proposed, permitted, and constructed in the Town of Jericho and recorded in the Jericho Land Records, volume 242, pages 71-90, February 2nd 2005.



TRAFFIC and SAFETY

The permitted curb cut for this project serves to widen the usable surface area available for vehicular traffic. This will allow for any vehicle to stop, back up, and turn around in an area that presently does not exist. This enhanced safety feature for all users of Morgan Road is a significant net improvement for the area. The Town of Jericho road foreman approved the curb cut and he was consulted on the question if there was any material difference if the curb cut is to serve 1 or 6 units and he stated that there was no additional work to be done as the project is now planned. This is further reinforced by the high praise of the projects access and internal movements plan from the letter received by the Jericho Underhill Fired Department.

The current road frontage is served by two individual fire hydrants with no accessible pull offs. The development of Oriole Orchard Lane provides fire/emergency/service vehicles a hammerhead on Morgan Road, an emergency parking area, and the ability to safely drive onto the project site and turn large vehicles around. These features will be available at all times throughout the year, plowed, sanded and open.

The Traffic Study completed by Abigail Dery, P.E. concludes that “the six additional peak hour trips generated by the residential units will not have an undue adverse impact on traffic operations in the project vicinity.”

ENVIROMENTAL

The Zoning Administrator in the original write up and the discussion at the Sketch Review meeting stated that there were no wetland issues. We presented the State ANR GIS map indicating the same at sketch review. To further this finding an additional environmental analysis of the project property has been completed by Fitzgerald Environmental Associates.

It has been confirmed through digital analysis and a site visit by a qualified environmental expert that the ZA and applicant were correct in the original presentation. The project does not have nor does it impact on any wetlands as proposed.



ADDITIONAL COMMENTS

To address the additional comments of the Board we have included the following in our project site plan:

1. A permanent easement in the benefit of the Town of Jericho for a pedestrian walkway
2. Included tree screening plan along the property line that is shared with MMU High School
3. Included a tree screening plan along the property line that abuts Morgan Road
4. Designed our access road and drive way to meet the specification required and necessary for emergency personnel and vehicles
5. Erosion Control Detail sheet for mitigating erosion during construction

We offer the following evidence along with our site plans in support of our complete application;

1. Legal Opinion for density bonus- **Exhibit 1**
2. Efficiency of Vermont letter- **Exhibit 2**
3. Declaration- **Exhibit 3**
4. HOA Bylaws- **Exhibit 4**
5. Legal Exhibits- **Exhibit 5**
6. Fitzgerald Environmental Associates Report- **Exhibit 6**
7. Trudell Consulting Engineers Stormwater Design- **Exhibit 7**
8. Traffic Study- **Exhibit 8**
9. Updated Waste Water Permit submission 2G6-0P9C-RB1M, revision 1, receipt- **Exhibit 9**
10. Jericho Underhill Fire Department Letter- **Exhibit 10**
11. Village of Jericho Water Department Letter- **Exhibit 11**
12. Mt. Mansfield Modified Union School District Letter- **Exhibit 12**

You will find all of the required materials included in this package for a completed application to the Development Review Board for consideration. We look forward to concluding this important part of the projects process with your Board.

Sincerely,

William Veve
Assistant Manager
Old Orchard LLC