Town of Jericho

Development Review Board SUBDIVISION Application

Application #: _____

Parcel Code: _____

1. The undersigned hereby applies to appear before the Development Review Board for the following (check one):

- ☐ Boundary Line **Adjustment**
- ☒ **Sketch Plan** Review
- ☐ Preliminary Plan Review
- ☐ **Amendment** to Subdivision Approval

Final Plan Review:

- ☐ **MINOR** Subdivision (1-3 lots) - *must complete all requirements in Section 10 of the Jericho Land Use and Development Regulations* (see checklist).
- ☐ **MAJOR** Subdivision (4+ lots) - *must complete all requirements in Section 10 of the Jericho Land Use and Development Regulations* (see checklist).

Number of lots resulting from subdivision: 9

2. Project Information

Description: 9-lot, 8-unit Planned Residential Development with associated infrastructure

Location: Barber Farm Road

Zoning District(s) in which property is located: **AGR** **COM** **FOR** **OS** **RR** **VCTR** **VIL**

3. Interested Parties

Applicant Name: Richard Bouffard

Email address: dbouff@myfairpoint.net Mailing Address: 63 Palmer Lane, Jericho, VT

Phone: 802-795-5213 Applicant's relationship to parcel (check one): ☒ Owner ☐ Option to purchase

Landowner of Record Name (if not applicant): Same as Applicant

Address/Phone: _____

Professional advisor(s) *Give name, address, phone, title*:

Professional Engineer Peter F. Heil, PE, CPESC - O'Leary-Burke Civil Associates, PLC

Other (specify) 13 Corporate Drive, Essex Jct., VT 05452; p: 802-878-9990; e:pheil@olearyburke.com

Name(s) of current adjacent landowner(s):

See attached Abutters List

Landowner Signature (Date) **Applicant Signature (Date)**

FOR OFFICE USE ONLY

Public Hearing(s): Date

DRB Action taken:

Fee Paid: _____ Application Date: _____ Decision Date: _____

MINOR SUBDIVISION APPLICATION REQUIREMENTS		
A. APPLICATION INFORMATION	**SKETCH PLAN (optional)**	**FINAL PLAT**
Number of copies	1	9
Application Fee	√	√
Subdivision 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 Scope of Project, including: total acreage and number and size of lots proposed; phasing of development, etc.; general information on pattern and area of lots, building types and approximates sizes, open space and recreation areas; and specific request for action by the Development Review Board [DRB]	√	√
Written Request for waiver of other standards contained in the Land Use and Development Regulations	√	√[h]
Written Request for any Density Bonus under Section 10.13.8.2.	√	√
Evidence of Written Notification to Abutting Landowners of intent to subdivide		√
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	√	√
Subdivision 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[3]
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[3]
Existing and Proposed Contour Lines in area to be developed	indication	5' interval[4]
Conceptual Plan for future phases of development meeting the requirements of Section 10.12.7 (For Conventional Subdivisions) or Section 10.13.12 (for PUDS) (recommended for Conventional Subdivisions and Required for PUDS)	draft	final
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

B. PLAN/PLAT MAPPING REQUIREMENTS (cont'd)	SKETCH (opt)	FINAL PLAT
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 subdivision and acreage of such land involved, along with any associated Rights-Of-Way or easements	indication	delineated in area to be developed
Existing and Proposed Utilities, Water and Wastewater Systems and associated Rights-Of-Way or easements		√
Existing and Proposed Building Envelopes, structure setback lines and distances		√
Existing and Proposed Landscaping and Screening		√
Existing and Proposed Open Space Lands, Buffer Zones, and/or easement areas		√
Engineering Reports (water and wastewater systems)		√[b,c,f]
Existing and Proposed Homeowner or Tenant Association Agreements	draft	final[i,j]
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]
Proposed layout of lots within the subdivision numbered in numerical order, such that even numbered lots are on the right side of the road, and odd on the left, as oriented from the point of road origin/intersection with existing main road		√
Dimensions of each lot to the nearest foot and area to the nearest 1/100th of an acre, and all angles and bearings to the nearest minute		√
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
Monument Locations in accordance with Article 3, Section 1(10)		√
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 subdivisions involving extraction)		
Traffic Study (current and proposed traffic volumes, capacities, levels of service, proposed improvements. See Section 11.1.5.)		
Statement of Conformance with the Town Plan and compliance with applicable local regulations		

1) *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.*
2) *A Mylar shall be recorded in the Jericho Land Records within 180 days of final approval. Sheet size of originals for recording by the Town Clerk must be less than 18 inches by 24 inches.*
3) *Upon written request specific requirements may be waived by the Development Review Board per Section 10.12.4.*
4) *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*

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 subdivision is proposed to be served by public water supply, stating that the water district has adequate capacity to serve the subdivision and noting any improvements or modification necessary to serve the subdivision.
c) Evidence from the applicant, if the subdivision 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, if individual septic systems will serve each lot, or in the area of the community leach field, and the design of the proposed septic systems by a registered professional engineer.
g) Engineering and construction details of stormwater drainage system.
h) Written request for any waivers from the regulations deemed necessary for approval of the Plan/Plat.
i) Any proposed covenants and/or deed restrictions intended to cover all or a portion of the subdivision, including any open space agreements or easements.
j) A prospectus describing the management structure of the homeowner's association if one is proposed. Included shall be a disclosure statement that will be given to all prospective purchasers, detailing responsibility for services, including but not limited to maintenance of any roads or other common infrastructure within the subdivision.
k) 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:

Approval by the Jericho Development Review Board

on the _____ day of _____201____ subject to all

conditions and requirements attached to Permit #_____.

_____, Chair
Jericho Development Review Board

Date _____ 201____

MAJOR SUBDIVISION APPLICATION REQUIREMENTS			
A. APPLICATION INFORMATION	**SKETCH PLAN (optional)**	**PRELIMINARY PLAN**	**FINAL PLAT**
Number of copies	1	9	9
Application Fee	√	√	√
Subdivision Name or Title of Project (if any)	√	√	√
Name and Address of Applicant and Landowner, and professional advisors, including license number and seals	√[1]	√[1]	√[1]
Written Statement Outlining Scope of Project, including: total acreage and number and size of lots proposed; phasing of development, etc.; general information on pattern and area of lots, building types and approximates sizes, open space and recreation areas; and specific request for action by the Development Review Board [DRB]	√	√	√
Written Request for waiver of other standards contained in the Land Use and Development Regulations	√	√	√[i]
Written Request for any Density Bonus under Section 10.13.8.2	√	√	√
Evidence of Written Notification to Abutting Landowners of intent to subdivide		√	√
Questionnaires and other forms requested by the Planning Office		√	√
B. PLAN/PLAT MAPPING REQUIREMENTS	**SKETCH (opt)**	**PRELIMINARY**	**FINAL PLAT**
Materials	on paper	on paper	on paper[2]
Number of Full Size Sets of the Proposed Plan		1	2
Number of Printed Copies of Proposed Plan/Plat reduced to 11” x 17” paper, along with copies of supporting documentation/additional information		1	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	√	√	√
Subdivision 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	indication	drawn	surveyed[3]
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	indication	drawn	surveyed[3]
Existing and Proposed Contour Lines in area to be developed	indication	20’ interval[4]	5’ interval[4]
Conceptual Plan for future phases of development meeting the requirements of Section 10.12.7 (For Conventional Subdivisions) or Section 10.13.12 (for PUDS)	Draft	Final	Final with any Revisions

B. PLAN/PLAT MAPPING REQUIREMENTS (cont'd)	SKETCH (opt)	PRELIMINARY	FINAL PLAT
Location of all overlay districts, including the Wetlands Overlay District, River Overlay District, Wellhead Protection Overlay District, and Natural Resource Overlay District	indication	drawn in area to be developed	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	drawn in area to be developed	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 subdivision and acreage of such land involved, along with any associated Rights-Of-Way or easements	indication	drawn in area to be developed	delineated in area to be developed
Existing and Proposed Utilities, Water and Wastewater Systems and associated Rights-Of-Way or easements		√	√
Proposed Development Envelopes, structure setback lines and distances		√	√
Proposed Landscaping and Screening		√	√[m]
Proposed Open Space Lands, Buffer Zones, and/or easement areas		√	√
Engineering Reports (water and wastewater systems)		√	√[c,d,g]
Proposed Homeowner or Tenant Association Agreements		draft	final[j,k]
Proposed Letter of Credit, Performance Bond or 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			√[b]
Proposed layout of lots within the subdivision numbered in numerical order, such that even numbered lots are on the right side of the road, and odd on the left, as oriented from the point of road origin/intersection with existing main road			√
Dimensions of each lot to the nearest foot and area to the nearest 1/100th of an acre, and all angles and bearings to the nearest minute			√
Calculation of total amount of new impervious surfaces	estimate	√	√
Stormwater and Erosion Control Plan showing temporary and permanent procedures.		draft	final
Documentation that Stormwater Management measures at minimum meet the Recharge (Rev) and water quality volume criteria (see Section 11.13.1.4)		draft	Final, including calculations
Monument Locations in accordance with Article 3, Section 1(10)			√

C.	Other Data As May Be Required by the Development Review Board:	SKETCH (opt)	PRELIMINARY	FINAL PLAT
	Information regarding runoff during the 25-year storm		as requested during sketch plan review or required by Land Use Regulations	as required under preliminary plan approval
	Erosion Control Risk Evaluation Checklist from the Vermont Department of Environmental Conservation			
	Grading Plan (showing proposed areas of cut and fill)			
	Open Space Management Plan			
	Site Reclamation Plan (for subdivisions involving extraction)			
	Traffic Study (current and proposed traffic volumes, capacities, levels of service, proposed improvements). See Section 11.1.5.			
	Statement of Conformance with the Town Plan and compliance with applicable local regulations			

1) *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.*
2) *A Mylar shall be recorded in the Jericho Land Records within 180 days of final approval. Sheet size of originals for recording by the Town Clerk must be less than 18 inches by 24 inches.*
3) *Upon written request specific requirements may be waived by the Development Review Board per Section 10.12.4.*
4) *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*

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) Cost estimates for all necessary improvements by category, which shall include all proposed site work.
b) 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.
c) A letter from the commissioner of the water district, if the subdivision is proposed to be served by public water supply, stating that the water district has adequate capacity to serve the subdivision and noting any improvements or modification necessary to serve the subdivision.
d) Evidence from the applicant, if the subdivision 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.
e) 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.
f) A letter from the Chittenden East School District Superintendent addressing the effect of the development on the capacity of the school system.
g) Results of two [2] percolation tests and two [2] test bores dug to seven [7] feet on each proposed lot, if individual septic systems will serve each lot, or in the area of the community leach field, and the design of the proposed septic systems by a registered professional engineer.
h) Engineering and construction details of stormwater drainage system.
i) Written request for any waivers from the regulations deemed necessary for approval of the Plan/Plat.
j) Any proposed covenants and/or deed restrictions intended to cover all or a portion of the subdivision, including any open space agreements or easements.
k) A prospectus describing the management structure of the homeowner's association if one is proposed. Included shall be a disclosure statement that will be given to all prospective purchasers, detailing responsibility for services, including but not limited to maintenance of any roads or other common infrastructure within the subdivision.
l) Written acknowledgement of the applicant's responsibility for maintenance, and the assumption by him of liability for injuries and damages that may occur on any roads or land to be dedicated for public use, until such roads or land

have been legally accepted by the Town. The method of dedication of proposed easements, Rights-Of-Way and open spaces shall be specified by the Selectboard.

m) Details of proposed landscaping to be completed by the applicant including species, number, size, timing of planting and cost estimate. Any landscaping to be located on proposed Rights-Of-Way to be deeded to the Town must receive prior written approval of the Selectboard.

n) 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:

Approval by the Jericho Development Review Board

on the _____ day of _____201____ subject to all

conditions and requirements attached to Permit #_____.

_____, Chair
Jericho Development Review Board

Date _____ 201____