

Date: \_\_\_\_\_ Application #: \_\_\_\_\_

Fees Paid: \_\_\_\_\_ +\$25 Plat (\$15 recording fee already paid)

Parcel ID #: \_\_\_\_\_

Tax Map #: \_\_\_\_\_

## TOWN OF WATERBURY SUBDIVISION INFORMATION (BLA & PUD)

This Subdivision/Boundary-Line Adjustment/Planned-Unit Development information sheet supplements the Zoning Permit Application. Please provide all of the information requested on both forms. Read the Zoning Regulations and familiarize yourself with the requirements. Failure to provide all the required information will delay the process. Submit one copy of the completed forms and a check payable to the *Town of Waterbury* according to the zoning fee schedule. For questions about the permit process please contact the Zoning Administrator at 802-244-1018.

### PROJECT DESCRIPTION

Brief description of project: \_\_\_\_\_

### SUBDIVISION & BOUNDARY LINE ADJUSTEMENT (BLA) CHECKLIST

Please utilize the following check list to ensure your application contains all the required information.

Check one (A1, A2, B1, or B2):

- A1**  Boundary Line Adjustment which affects fewer than five (5) lots
- A2**  Subdivision of land into fewer than four (4) lots, including the original parcel and not located within the RT 100 Zoning District or the Ridgeline/Hillside/ Steep Slope Overlay District

#### REVIEW CRITERIA for A projects

- Relevant criteria in Section 401, Dimensional Requirements
- Section 504, General Dimension, Location, and Height Requirements

- B1**  Boundary Line Adjustment which affects five (5) or more lots

- B2**  Division of land into four (4) lots or more, including the original parcel and/or located within the RT 100 Zoning District or the Ridgeline/Hillside/ Steep Slope (RHS) Overlay District

#### REVIEW CRITERIA for B projects (See Section 1202 review criteria)

- Relevant criteria in Section 401, Dimensional Requirements
- Section 504, General Dimension, Location, and Height Requirements
- Will not have undue adverse impact on existing or planned municipal facilities
- Will not have undue adverse impact on the character of the area
- Will not have undue adverse impact on water quality or impacts to soil
- Will not have undue adverse impact on scenic resources or historic sites
- Will not have undue adverse impact on significant natural resources
- For the division of land in the RT 100 Zoning District see Section 1202(b) for additional criteria
- For the division of land in the RHS Overlay District see Section 1202(c) for additional criteria

### SUBMISSION REQUIREMENTS (for both A and B projects)

Draft plat / site plan map, of sufficient scale, showing the following:

- Existing and proposed parcel boundaries
- Existing and proposed parcel acreages
- Existing and proposed structures and setbacks
- Existing and proposed easements (incl. but not limited to right-of-ways, power, water + sewer, other utilities)

## PLANNED UNIT DEVELOPMENT CHECKLIST (PUD)

Please utilize the following check list to ensure your application contains all the required information.

### SUBMISSION REQUIREMENTS

A) SITE PLAN: Submit one or more site plan maps, of sufficient scale, showing the following:

- The name and address of the person or firm preparing the map, the scale, and the north arrow
- The boundaries of the property, and adjacent land uses and property owners
- Existing features, including contours, bodies of water, floodplains, wetlands, aquifer protection areas, existing vegetation, significant wildlife habitat, existing land uses, structures, historic structures, streets, utilities, easements, and deed restrictions
- The locations of proposed structures, building lots, land uses, streets, driveways, parking and loading spaces, pedestrian walkways, utility lines, lighting, water supply sources, and sewage disposal areas
- The location and features of proposed undeveloped land
- Landscaping plans, screening, proposed site grading, and incorporation of existing vegetation and features
- Submit 2 copies, if the plan(s) are larger than 11"x17" also provide a digital copy in pdf. file format.

B) NARRATIVE DESCRIPTION & SUPPORTING INFORMATION:

\_\_\_ A statement describing the character and proposed uses of the undeveloped land, including the nature of proposed public uses.

\_\_\_ A statement on the impact of the development on public roads and other public infrastructure such as schools, sewer systems, or public water systems, if appropriate.

\_\_\_ Articles of association, bylaws, or declarations of condominium that relate to provisions for undeveloped land, design controls, land use restrictions, recreation, parking areas, or other facilities used, owned, or maintained in common.

\_\_\_ A description of how the project meets each of the standards in Section 705, including justification for any density bonuses that are requested.

\_\_\_ PUDs that include nonresidential uses or structures must also apply for site plan approval for the nonresidential portions of the project. Please include a Site Plan Application.

\_\_\_ PUDs that included uses that are conditional in the district for which they are proposed must also apply for and obtain conditional use approval for those uses. Please include a Conditional Use Application.

\_\_\_ Submit 2 paper copies and a digital copy in pdf. file format.

**CONTACT** Zoning Administrator Phone: (802) 244-1018  
Mailing Address: Waterbury Municipal Offices, 28 North Main Street, Suite 1, Waterbury, VT 05676  
Municipal Website: [www.waterburyvt.com](http://www.waterburyvt.com)