



## SUBDIVISION INFORMATION

### TOWN OF WOLCOTT

PO Box 100, Wolcott, VT 05680

[wolcottzone@pshift.com](mailto:wolcottzone@pshift.com)

**3.01 Subdivision- Sketch Plat Review**, an informal public hearing with the DRB to explore conceptual plans for subdivision in a preliminary manner with minimal expense involved. This provides the applicant an opportunity to consult early with the DRB prior to expending time and resources on engineering plans. No formal decision is taken at this time. You must submit an application for subdivision approval.

**Section 3.02 Subdivision- Plat Review**, plat approval is required for all Subdivisions. A Plat **must** be submitted with the application which includes all required information. Failure to submit a plat for the public hearing will cause a delay of approval until a Plat is submitted with any conditions, for final approval.

**Public Hearing**- a warned public hearing will be held to determine whether the proposed use conforms to the general and specific standards for subdivision. You will be asked to present your proposal. Please be prepared to address any questions about your project.

**Conditions of approval**- Where deemed necessary, the DRB may attach conditions to the approval of the subdivision plat. Such as: a Master Plan build-out of the potential impact on future development of the remaining parcel, access permit, any applicable deeds, and state wastewater permits or Act 250 permits. There may be other supporting documents relevant to approval.

**Section 4-A Subdivision- Plat Review Criteria** Very important, be sure to carefully review this section.

**Dimensional Requirements** are often discussed at the hearing. This covers minimum lot size, lot dimensions and shape, road frontage and right of way or easement requirements.

**Access to Lots** ensure safe and efficient entrance and exit from public and private roads. Access to lots may need town or state access permits, a deeded right of way or easement.

**Usable lot requirements** are to ensure that no lots intended to be developed are unusable and have some potential use. Residential lots, for instance, must prove a location for a wastewater system. Lots over 10 acres not developed for residential use must claim deferral status of wastewater requirements.

**Please note**; the DRB may grant contingent approval pending the submittal of all required conditions and documents, provided there are no further changes. A completed survey along with any supporting documents must be submitted within 180 days of the closed hearing or the application is null and void.

**Final Approval**: When a completed survey on Mylar and supporting documents are submitted and approved.



# APPLICATION FOR SUBDIVISION

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PERMIT # \_\_\_\_\_ Application Date Received \_\_\_\_\_ Fee Paid \_\_\_\_\_ Recording Fee \_\_\_\_\_

### Parcel location information

911# \_\_\_\_\_ Physical location \_\_\_\_\_ Deed: Book \_\_\_\_\_ Page \_\_\_\_\_

### Permit applicant information

Name \_\_\_\_\_ Mailing address \_\_\_\_\_

Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone or Cell# \_\_\_\_\_

### Parcel Owners Information (if different from applicant)

Name \_\_\_\_\_ Mailing address \_\_\_\_\_

Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone or Cell# \_\_\_\_\_

Project Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Was this parcel part of a subdivision in the last 10 years? YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, please tell us the date of previous subdivision and name of subdivider. \_\_\_\_\_

I/We pledge that the information provided is true and accurate to the best of my/our knowledge. I/we also understand that in the event of misrepresentation or failure to file a survey Plat within 180 days of approval this application shall be null and void.

**Landowners**

**Applicant**

### FOR TOWN USE ONLY

Permit # \_\_\_\_\_ Parcel ID # \_\_\_\_\_ Hearing Date/time \_\_\_\_\_ Zoning District \_\_\_\_\_

Acres in Parcel \_\_\_\_\_ Number of proposed lots \_\_\_\_\_ Minimum lot size \_\_\_\_\_ Minimum road frontage \_\_\_\_\_

Water & Septic Plans \_\_\_\_\_ Survey on file \_\_\_\_\_ Survey Submitted \_\_\_\_\_

Minutes \_\_\_\_\_ Interested persons \_\_\_\_\_ Other Permits needed \_\_\_\_\_

Site visit \_\_\_\_\_ Date / Time \_\_\_\_\_ Remarks \_\_\_\_\_

Approved/Denied Reasons \_\_\_\_\_

Other Information \_\_\_\_\_