

TOWN OF BOLTON

3045 Theodore Roosevelt Highway
Bolton, VT 05676

Phone: (802) 434-5075 x 225

Fax: (802) 434-6404

CONDITIONAL USE HEARING REQUEST

ZONING DISTRICT(S): Village Resort Residential Resort Village
 Rural I Rural II Conservation Forest Flood Hazard

FEES: \$150 (residential) or \$200 (commercial) + \$100 notice/warning cost + recording fees *

To find out what zoning district the parcel is in, please visit <http://map.ccrpcvt.org/boltonmapviewer>

APPLICATION # _____

INSTRUCTIONS: Complete the application in full and submit to the Zoning Administrator with a completed DRB Application and Site Plan. See checklist at Table 5.1 of the Bolton Land Use ordinance (*attached*) for specific Conditional Use Review application requirements. Payment of applicable DRB hearing fees is due at the time of submission. Incomplete applications will be returned & will delay scheduling your DRB review.

APPLICANT:	MAILING ADDRESS:
PHONE:	E-MAIL:
SUBJECT PROPERTY ADDRESS:	
TAX MAP/ PARCEL ID:	
BRIEF DESCRIPTION OF PROJECT:	
PROPERTY OWNER SIGNATURE:	DATE:
APPLICANT SIGNATURE (if other than Property Owner):	DATE:

For office use only:

DRB HEARING DATE:
ZONING ADMINISTRATOR SIGNATURE: _____ DATE RECEIVED: _____

A Hearing before the Development Review Board will be scheduled upon receipt of a complete application. For assistance, please contact the Zoning Administrator at (802) 434-3064 x225 or zoningbolton@gmavt.net. * Conditional use hearing fees are in addition to zoning permit fees, which are due & payable with that application if the DRB approves your conditional use.

CONDITIONAL USE CRITERIA

PURPOSE: Conditional use review is intended to ensure the project's compliance with standards addressing the potential impacts of development on adjoining properties, the neighborhood and/or zoning district in which the development is located, and the community at large. (per Sec. 5.4 of Bolton Land Use and Development ordinance)

(1) The capacity of existing or planned community services or facilities. Describe the proposal's need for community services and facilities (*such as maintenance of town roads, capacity of local schools*) in relation to the available capacity of such services and facilities.

(2) The character of the area affected. Describe the location, scale, type, density, and intensity of use in relation to the character of the area likely to be affected. (*i.e. Would this proposed use likely fit well within the current visual and social 'fabric' of the neighborhood in which it would operate?*)

(3) Traffic on roads and highways in the vicinity. Describe the proposal's impacts on the capacity, safety, efficiency, and use of affected public roads, bridges, and intersections. (*i.e. If this project will generate additional motor vehicle trips, how many, on a daily basis? What nearby roads, bridges and intersections will likely be affected by this additional traffic?*)

CONDITIONAL USE CRITERIA

(4) Bylaws in effect. Indicate how the proposed use complies with all municipal bylaws and ordinances in effect at the time of application, including other applicable provisions of this ordinance. (Note: Bolton's current Municipal Plan and the full text of its Land Use & Development ordinance are available online, at the town's website, at: <http://boltonvt.com/documents/zoning-ordinance-information/>)

(5) Utilization of renewable energy resources. Indicate whether or not the proposed conditional use will interfere with the sustainable use of renewable energy resources, including access to, or the direct use or future availability of such resources. (i.e. Will your project restrict the potential for future development of solar panels, wind towers, hydroelectric facilities etc. on your site?)

Conformance with the Town Plan. How does the conditional use fit within the specific policies and objectives of the Bolton Municipal Plan? (i.e., Will the project affect significant natural, cultural, or scenic features including natural areas, wildlife habitat, productive forests and farmland, surface waters, wetlands, water supplies and aquifers, historic sites, and scenic views in the vicinity of the proposed development?)

CONDITIONAL USE CRITERIA

Zoning District & Use Standards. Describe how the conditional use complies with dimensional, density, and associated standards for the district in which the use or development is located. *(Note: These standards for each zoning district can be found in Tables 2.1 thru 2.8 in the ordinance, in Article II, pp. 7-22.)*

Performance Standards. No use, under normal conditions, shall cause, create or result in undue: noise; clearly apparent vibration; smoke, dust, noxious gases, or other forms of air pollution; releases of heat, cold, moisture, mist, or fog; electromagnetic disturbances or electronic transmissions or signals; glare, lumen, light or reflection; liquid or solid waste or refuse; undue fire, safety, explosive, radioactive emission or other hazard. Does the proposed conditional use comply with all of these performance standards?

Legal Documentation. Provide documentation (as attachments to this form) demonstrating that all required site improvements (such as shared driveways or private roads), required right-of-ways or easements, and other common lands or facilities will be installed and adequately maintained by the Applicant, an owners association, or through other legal means in perpetuity, following construction.

5.1 BOLTON DEVELOPMENT REVIEW APPLICATION MATERIALS
(summary of required Site Plan elements; check w/ staff for which apply to your project)

Required Information (unless waived)	Site Plan Review	Conditional Use Review	Flood Hazard Area Review
Names, addresses of property owner(s) of record and persons preparing the application	√	√	√
Names, addresses of the owner(s) of record of adjoining and facing properties; proof of notification of adjoining property owners	√	√	√
Project description (summary, one page maximum)	√	√	√
Site location map showing project location in relation to town roads, surface drainage and adjoining and facing parcels	√	√	√
Copy of an approved subdivision plat showing the lot to be developed and any applicable development restrictions or conditions of subdivision approval (for lots within approved subdivisions)	√	√	√
Statement of compliance with all applicable zoning district standards including overlay district and specific use standards	√	√	√
Site plan, drawn to scale, prepared by a registered land surveyor, civil engineer, architect, landscape architect or other person(s) approved by the Board, showing as applicable:	√	√	√
1. Date, scale, north arrow, title block, preparer information	√	√	√
2. Legal property boundaries	√	√	√
3. Zoning district boundaries (inc. designated flood hazard areas)	√	√	√
4. Required setbacks and designated building envelope(s), if any	√	√	√
5. Existing site features: topography, including 5ft. contours, steep slopes (15% to 25%) very steep slopes (>25%), prominent ridgelines and hill tops; land use/cover, including tree lines; surface waters, wetlands, shorelines, and associated setback and buffer areas; critical wildlife habitat areas; existing structures (e.g., buildings, walls, fence lines, signs); known historic sites and structures; parking, loading and service areas; roads and driveways; utility corridors; water supply and wastewater system locations; rights-of-way and easements.	√	√	√
6. Proposed land uses and structures (footprints); accesses, driveways, and pedestrian walkways; parking, loading and service areas; utility corridors; water supply and wastewater system locations; rights-of-way and easements	√	√	√
7. Proposed site grading and drainage	√	√	√
8. Proposed landscaping, screening, outdoor lighting and signage	√	√	
9. Channel, floodway and base elevations			√
Photographs of the site	√	√	
Traffic (trip) generation rates and circulation patterns	√	√	
VTrans Letter of Intent (for project accessed from a state highway)	√	√	
Potable water supply, wastewater system designs, capacity information	√	√	
Draft legal documents (e.g., proposed easements, improvement, development and/or maintenance agreements)	√	√	
Construction schedule, including the sequence and timing of proposed site development and related improvements	√	√	√
The following information, as applicable for a particular use or zoning district, or as requested by the Board to determine conformance with these regulations:			
1. Landscaping plan (including landscaping material specifications)	√	√	
2. Outdoor lighting plan (including lighting fixture specifications)	√	√	
3. Open space management plan (for forest, farm land)	√	√	
4. Buffer management plan (for surface waters, wetlands)	√	√	
5. Stormwater management and erosion control plan	√	√	
6. Site reclamation plan (for earth extraction activities)		√	
7. Traffic impact analysis		√	
8. Community service/facility impact analysis		√	
9. Environmental impact analysis (e.g., water quality, habitat)		√	
10. Visual impact analysis		√	
11. Building elevations	√	√	√
12. FEMA Elevation Certificate (for substantial improvements)			√
13. FEMA Floodproofing Certificate (for nonresidential buildings)			√
14. Hydraulic analysis (for development located within the floodway)			√
15. Description of proposed watercourse alterations or relocations			√