

TOWN OF FERRISBURGH
PLANNING COMMISSION
FINAL PLAT APPLICATION
FOR MINOR OR MAJOR SUBDIVISION OR PUD

Application Number: _____

Application Fee: _____ Date paid: _____

Tax Map Parcel ID# _____ Zoning District(s): _____

Description: Subdivision _____ Lots; Conserved Acreage, if applicable: _____

Name and Address of Applicant Owner name and address if different from Applicant

Phone: _____ Phone: _____

E-mail: _____ E-mail: _____

Deed Reference: Book _____ Page _____ Total acreage of Parcel _____

Location of Proposed Project: _____

Is Parcel Subject to Act 250? YES or NO. Act 250 Permit Number(s): _____

Date for Final Plat Hearing shall not be set until a complete application has been accepted by the Zoning Administrator. All materials, including final covenants and agreements shall be submitted at least 28 days prior to a regular monthly meeting of the PC.

I hereby certify that the statements on the Application are correct and that I will comply with all applicable Town, State and Federal Regulations.

SIGNATURE OF APPLICANT(S): _____ Date: _____

Official Use:

DATE OF PRELIMINARY PLAT APPROVAL : _____

CONDITIONS OF PRELIMINARY PLAT APPROVAL, if any: _____

DATE FINAL PLAT APPLICATION RECEIVED: _____

VERIFICATION OF COMPLETE APPLICATION

Zoning Administrator _____ Date: _____

DATE OF FINAL PLAT HEARING: _____

CHECKLIST OF REQUIRED DOCUMENTATION

	DOCUMENTATION – see also requirements in Land use Regulations Section 13.10	Exhibit # and date; or note if N/A
1	Surveyed Plat(s) of the parcel to be subdivided or developed, prepared and signed by a Licensed Surveyor, with an arrow showing North, contour lines at no more than 5 feet intervals, shown in feet above msl, location of all property lines, and names of abutting landowners.	
2	Plat shall show all lots, numbered, and surveyed, with building envelopes, and building footprints, and required boundary setbacks from front, side and rear, and Lot coverage.	
3	Plat shall show all buildings, all internal roads and other structures already on the parcel.	
4	Plat shall show road frontage, all road accesses and curb cuts. Attach approved Access Permits	
5	Plat shall include a vicinity map showing character of the surrounding area, and zoning district boundaries, and boundaries of tax parcel.	
6	Plat shall indicate all streams, named and un-named ponds, all Wetlands, forested areas, FEMA Flood boundaries and all required buffers along these features, and other existing physical features of note. Attach State Permits, including CUD on Wetlands	
7	Wastewater: Location of any existing septic system, replacement areas, culverts and drains. Attach final engineering plans and State approvals. OR, note why they are not yet available.	
8	Stormwater: plan for collecting and discharging Stormwater run-off. Attach all required State permits.	
9	Water Supply: If the property is not on Municipal Water indicate wells and well-head protection areas on the Plat, together with any water easements. If the property is on Municipal Water attach all documentation and approvals of an adequate and sustainable water supply to meet all uses and Emergency and Fire Services.	
10	Fire and Emergency Services Protection: Attach letter from Fire Chief with Final Approval	
11	Easements: Provide written documentation for all Easements and any legal agreements on the property.	
12	Public open spaces: All parcels of land proposed to be dedicated to public open spaces or use and conditions of such dedication including written evidence that the Selectboard is satisfied with the legal sufficiency of all Covenants, easements, agreements. Attach final easements or other documents conserving land.	
13	Interior roads, pedestrian ways and Sidewalks: Indicate location and widths of interior roads, pedestrian ways and sidewalks.	
14	Cross section: typical cross sections of the proposed grading of roadways and sidewalks.	
15	Landscaping and Screening Plan:	
16	Lighting, Signage and Hours of Operation:	
17	Act 250 : If the property is subject to Act 250, provide a written report on the status of Act 250 Application.	
18	Parking and service areas: Indicate location of parking spaces and Service areas on the Plat	
19	Site Plan Review: Attach documentation demonstrating that all Criteria and Standards listed in Site Plan Review, have been addressed	
20	Attach all other applicable Permits	

Ferrisburgh Land Use Regulations (13.1) prohibit any clearing of land, grading, construction or any contract for sale of such subdivision or part thereof until after approval of the Subdivision.

This Checklist is incorporated by reference into the Ferrisburgh Land Use Regulations.