# Attachment to Application for Public Hearing

## for

Minor Subdivision

Applicant:

Town of Grafton Development Review Board

Grafton Subdivision Regulations – January 2009

Amended as to Hearing Board on March 16, 2020 GSR.

NOTICE: The DRB holds Public Hearings as needed. When the application is complete the matter will be noticed for Public Hearing. A completed application means: 1.) Application contains all of the information and documents required for the PH; and 2.) the Fee paid. Public Hearing Notice is submitted to a newspaper for publication a minimum of 3 weeks prior to the date of hearing.

* Boundary Adjustment  Minor – Fast Track, one hearing  Sketch Plan Preliminary  Final Approval

Name of subdivision Location: Total Acres or Sq. Ft. in Lot to be subdivided: Number of Lots to be created: Subdivision classification (Check one):

 **Boundary Adjustment:** An exchange of small parcels (less than one (1) acre) between adjoining property owners

to adjust property boundaries. [If more than one (1) acre, a Public Hearing and DRB approval is required.]

 **Subdivision, Minor:** A subdivision containing not more than four (4) lots or units, none of which have been involved in a subdivision in whole or in part in the previous ten\* years, which has access to an existing public street.

 **Subdivision, Major: A**ny subdivision containing five (5) or more lots or units, or any subdivision requiring any new public street extensions..

\*Has the Parcel to be subdivided been part of a subdivision within the past ten (10) years? \_Y / N\_

If “Yes”: Name and Date of Subdivision: Number of created lots in that previous subdivision:

To be submitted with Application - Check Lists: Boundary Adjustment

The plat for boundary adjustment shall show:

 The existing and proposed boundaries of both lots;

 The existing and proposed perimeter dimensions of both lots;

 The existing and proposed area of both lots; and

 The names and addresses of the owners of both lots and of adjacent properties.

 Clearly set forth the size of the area (in acres or sq. ft.) being exchanged in the boundary adjustment.

## Sketch Plan Approval – Major and Minor Subdivision

[Except where a separate document is needed, all the following may be included on the sketch presented.]

 A site plan, drawn to scale, providing a reasonably accurate representation of the parcel's size, shape and general location;

 Proposed subdivision name or identifying title;.

 Name and address of record owner, Subdivider and Designer;

 Number of acres within the proposed subdivision, location of property lines, existing easements, buildings, watercourses and other important physical features such as steep slopes, wetlands, wellhead protection areas, natural habitats, archeological resources, and other such features noted in the Town Plan and shown on the associated resource maps available at the Town Offices. The location and acreage of land adjacent to the proposed subdivision, which the subdivider owns or has an interest in, shall also be shown;

 A description of all subdivisions involving the land proposed to be subdivided over the past ten (10) years, including the total acreage previously subdivided;

 The names of all subdivisions and the names and addresses of owners of record of all parcels adjacent to the land proposed to be subdivided;

 The approximate location and size of any existing onsite wastewater and water supply, culverts and drains on or adjacent to the property to be subdivided;

 Date, approximate north arrow, and approximate scale;

 Proposed point of connection with existing water supply, if any;

 The proposed lot lines with dimensions and field evidence of boundary lines and corners;

 A map of the Town showing the general location of the boundaries of the subdivision; and

 A copy of the letter to the Selectboard requesting preliminary determination on the Town's willingness to accept any streets, utilities or other community facilities, if applicable.

## Minor Subdivision Approval - Should Applicant wish to have one hearing without Sketch Plan review these should be presented at first Public Hearing:

The Plat shall show all dimensions in feet and decimals of a foot, and be drawn to a scale suitable for review by the Board. It shall be clearly and legibly drawn, and the size of the sheet shall be of standard drawing size. Such sheets shall have a margin of two (2) inches outside of the border lines on the left side for the binding and one (1) inch margin outside the border along the remaining sides. The Plat shall include the following information:

 The name of the proposed subdivision or identifying title;

 The name of the Town in which the subdivision it located.

 The date;

 True and magnetic north arrows;

 The map scale;

 The name and address of record owner and subdivider;

 The names and addresses of all adjoining property owners.

 An actual field survey of the boundary and property lines of the tract being subdivided, giving complete descriptive data by bearings and distances, and prepared by a registered land surveyor;

 A survey showing the location and dimensions of all proposed lot lines, and the areas of all proposed lots;

 The corners of the lots shall be marked on the survey by monuments approved by the Board, to be placed in the field by the subdivider. Such survey shall encompass all other remaining lands and parcels owned by the Subdivider within the proposed subdivision;

 If appropriate, any proposed on-site septic systems and/or water supply facilities shall be shown, to scale, as to approximate location and size, as well as any replacement areas. A note shall be included on the final plat that any septic system designed for parcels shown shall comply with State and/or Local Requirements.

## Final Plat for Boundary Line, Minor or Major Subdivision shall carry the following endorsement on the Mylar to be filed with the town clerk:

***Approved by the Development Review Board of the Town of Grafton, Vermont, on the day of , 20 , subject to all requirements and conditions of said Approval.***

***Signed this day of , 20 , by \_, , on behalf of the Grafton Development Review Board****.*

DATE Applicant’s Signature

DATE Agent’s Signature

DATE (If not one of the above) Parcel Owner’s Signature