



# TOWN OF FAIRFIELD VT

✉ zoning@fairfieldvermont.us

☎ 802-827-3261 x3

📍 PO Box 5  
Fairfield VT 05455

## Major Subdivision Sketch Application

Owner/ Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Physical Address of parcel \_\_\_\_\_

District \_\_\_\_\_ Flood Hazard Overlay Yes ( ) No ( )

Parcel ID# \_\_\_\_\_ Current lot size: \_\_\_\_\_

Proposed lot size after adjustment: Lot 1 \_\_\_\_\_ Lot 2 \_\_\_\_\_ Lot 3 \_\_\_\_\_

Lot 4 \_\_\_\_\_ Lot 5 \_\_\_\_\_ Lot 6 \_\_\_\_\_

**Please include 2 full size (paper, surveyed) copies and seven (7) copies of the proposed subdivision map/sketch (11x17)-must be provided at time of application.**

The final subdivision map/mylar must include the following:

- **Title Block:** including the following information:
  - Name of project, if any and name of Town
  - Name and address of applicant (landowner and/subdivider)
  - Preparer of information / certification and date of preparation / revision
- **Graphic Scale:** (minimum 1 inch = 100'), **North Arrow**, **Map Legend**, and **Contour Lines**
- **Location Map:** A map showing relation of proposed subdivision to adjacent property and surrounding area.
- **Area of Land:** In square feet or acres for each tract, lot, structure, and large features.
- **Lot Identification:** Boundaries for the entire property, lot lines for each existing and proposed lot, and for any involved land (access roads, easements, rights-of-way, and any open space or mitigation land). Existing and proposed lots should be differentiated. Each lot should be given a number for reference.
- **Property Boundary Survey Signed and Stamped by Licensed Land Surveyor**
- **Zoning Information:** Including zoning district, density analysis (how many lots/units allowed according to zoning standards), setbacks, parking standards, etc.
- **Natural Features:** The location of natural features located on the site, including but not limited to watercourses, wetlands, springs, forest boundaries, fields, large trees, and rock outcroppings. The location of natural features or site elements to be preserved.
- **Roads, Circulation and Access Features:** Location and names of existing and proposed roads, rights of way, trails, sidewalks and parking areas on site and on adjacent properties.
- **Structures:** The location of existing and proposed structures and land uses located on the site.
- **Utilities, Wastewater/Water Supply and Stormwater Management Infrastructure:** Existing and proposed utilities, water and wastewater infrastructure, culverts and stormwater management infrastructure, all associated rights-of-way, easements and proposed connections.
- **Open Space/Common Land:** Proposed open space common land and/or recreation land within the proposed subdivision.

- **Transportation/Pedestrian Access Specifications:** Specifications and details of any required bridges or culverts. Typical cross section of the proposed grading of roadways and sidewalks, street intersection and parking area profile and geometry; and alleys.
- **Land Restrictions:** The type and location of existing and proposed restrictions on land, such as easements and covenants.
- **Erosion Control Plan:** Locations where sediment must be trapped before entering a watercourse and the devices used to impede erosion during construction (i.e. silt fencing, hay-bale or stone dams around catch basins and at intervals in swales and ditches).
- **Landscaping and/or Screening Plan:** A landscaping plan shall illustrate to scale all landscaping and screening proposed for the site, including trees, planting beds, shrubs, bushes, grassed and mulched areas and other screening features including but not limited to fences, walls and berms. Plans shall include specifications for planting and a plan for maintenance care.

Property Owner’s Acknowledgment: As the owner of the property described above, I hereby apply for a permit to make changes in the use or undertake the development described on this for; I understand that if this application is approved, I must post notice within view from the public right-of-way most nearly adjacent to the subject property for 15 days. I understand that VT Law allows the Zoning Administrator 30 days to issue or deny a permit. The information and representations contained in this application are true and accurate to the best of my knowledge. My signature below constitutes permission for an on-site inspection of the property described on this application by staff of the Town of Fairfield Zoning office and Listers office.

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

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FOR USE BY ADMINISTRATIVE OFFICER ONLY

PERMIT # \_\_\_\_\_ Date application filed \_\_\_\_\_

Hearing Date \_\_\_\_\_ Fee information \$90 \_\_\_\_\_

Payment Received: Cash \_\_\_\_\_ Check \_\_\_\_\_

Date Approved \_\_\_\_\_ Date Denied \_\_\_\_\_

Appeal to Development Review Board

FILED APPEAL REQUEST FORM (attach to permit) Reason Denied \_\_\_\_\_

Date of Hearing \_\_\_\_\_ Approved ( ) Denied( )

Comments: \_\_\_\_\_

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