

TOWN of MILTON, VT | DEVELOPMENT REVIEW APPLICATION

If you have any questions, call (802)893-1186 or visit us in the Milton Municipal Complex at 43 Bombardier Road, Milton, VT 05468

SITE PLAN FORM, UDR 320 & 430

Classification

Which section(s) of the Unified Development Regulations requires that the proposal receive site plan approval?

- Standard Site Plan, UDR 320, 430
- Community Facilities, UDR 1108.A
- Excavation and Fill, UDR 3007
- Home Business, UDR 3102
- Campground, UDR 3103
- Bed and Breakfast, UDR 3104
- Inn, UDR 3105
- Rooming or Boarding House, UDR 3106
- Salvage Yard, UDR 3110
- Development in Special Flood Hazard Areas, UDR 2201.A

Category

Specify the type of Site Plan application

- New Site Plan
- Amendment to an Existing, Approved Site Plan (**ATTACH** previously approved Site Plan).

Ensure that your site plans include a complete final plan set showing the entire lot. For amendments, clearly show what is being amended.

Standards of Evaluation (Chapter 320)

The DRB will evaluate your Site Plan application in accordance with Chapter 320 of the Unified Development Regulations. Please ensure that your Site Plan application adequately addresses the following standards:

- ♦ **Parking and Loading:** Provide adequate off-street parking and loading areas to avoid congestion on surrounding streets while also avoiding excessive parking that results in increased flooding, decreased water quality, increased land consumption and sprawl, and encourages a pedestrian friendly environment. (See UDR 3202)
- ♦ **Bicycle and Pedestrian Access:** Provide bicycle access and storage, as well as safe and convenient pedestrian access. (See UDR 3203)
- ♦ **Landscaping and Screening:** Provide landscaping and screening to enhance appearance of the built environment, create shade on walkways and in parking lots, provide buffers between residential and nonresidential uses, and screen uses and development that create visual clutter and distraction. (See UDR 3204)
- ♦ **Outdoor Lighting:** Reduce outdoor lighting's obtrusive and disruptive aspects by limiting it to the minimum necessary for safety, security and nighttime use of the property. (See UDR 3205)
- ♦ **Signs:** Consider the location, size and compatibility of signs for their aesthetic impact. (See UDR 3206)
- ♦ **Outdoor Use Areas:** Address outdoor use areas, including outdoor seating and service and the keeping of goods, materials and or merchandise in an unroofed area for over 24 hours. (See UDR 3207)
- ♦ **Performance Standards:** Protect the character of the area by preventing or limiting adverse off-site impacts, such as noise, glare, odors, vibrations, electrical or radio interference, waste storage, particulate matters and flammable, toxic or hazardous substances. (See UDR 3208)
- ♦ **Town Core Standards:** See UDR 3209 for additional standards if your project is in the Town Core. The Town Core includes the following districts: Downtown Business (DB1), Checkerberry Neighborhood Center (NC1), Historic Neighborhood Center (NC2), Milton Crossroads Marketplace Center (M1), Milton Crossroads Marketplace West (M2), Milton Crossroads Marketplace Municipal/Recreation (M3), Checkerberry Commercial (M4-C), Checkerberry Residential (M4-R), Old Towne Residential/Commercial (M5), and Main Street (M6).

What are the estimated hours of operation? _____

What are the estimated days of operation? _____

What are the estimated number of employees? _____

What is the total daily estimated trip (vehicle) generation? _____ (Refer to [ITE Manual](#))

Complete the following table describing the parking for each principal use.

(Add rows as needed)

lot/building/unit	unit use	parking requirement for use (see Figure 3-01 and 3-02)	required parking spaces	proposed parking spaces

Exhibit and Plans Checklist

(While engineered plans are not required, clean, legible and reliable accurate plans are).

The Site Plan application shall include the following information:

- Copies of all deed restrictions or covenants.
- If accessing a State Highway, the application for site plan approval shall include a letter of intent from the AOT per 19 VSA 1111 setting out any conditions that the Agency proposes to attach to the Section 1111 permit (See 24 VSA 4416 (b)).
- Estimate of daily and peak hour traffic generation and a report on traffic impacts at project access points, major intersections nearby and other locations.
- A certification that there are no outstanding violations with respect to the property, or a detailed, written description of any and all outstanding violations.
- Plans, containing the following:
 - Project title;
 - Site address;
 - Name and address of the applicant;
 - Name and address of the property owner of record;
 - Name and address of the adjoining landowners;
 - Name and address of the person or firm preparing the map;
 - Scale of the map, north point and date;
 - Deed reference(s);
 - Lister's tax map and parcel number;
 - All existing features, including but not limited to
 - Boundaries;
 - Total area of the lot;
 - Contours;
 - Drainage patterns and storm drainage systems;
 - Structures and land uses;
 - Trees, shrubs and other vegetation;
 - Wetlands;
 - Floodplains;
 - Rock outcroppings;
 - Streets (public and private) and the associated rights of way;
 - Driveways;
 - Outdoor lighting;
 - Signage;
 - Sidewalks;
 - Alternate transportation paths; and
 - Easements and rights-of-way.
 - All proposed improvements
 - Landscaping, parking or other plans as required in Chapter 320 of the Unified Development Regulations

Conditions of Approval

Check here to verify that you understand and accept that the Development Review Board may impose appropriate conditions and safeguards to meet the standards of this section.