

Application & Sketch Requirements

The following must be submitted to the Town Office in advance of the hearing for public notice. Call the Town Office at 372-6926 for specific monthly deadlines.

1. A completed application
2. Fee paid in full
3. Set of sketch plan
4. Abutting property owner information

A sketch plan must include the following information:

See Table 6.5 of the North Hero Development Regulations for expanded listing.

- Location Map
- Title Block
- North Arrow
- Date of preparation and any revisions
- Relevant Planning and Zoning information
- Area of land
- Lot and tract identification
- Adjacent property owners
- Existing features
- Proposed project
- Mitigation measures
- Off-site improvements
- Building envelopes, reserve areas, and open space
- Public rights-of-way and easements

A site plan must include all elements of a sketch plan in addition to:

- Utility Plan
- Grading and Erosion Control Plan
- Stormwater Management Plan
- Road and Bike/Pedestrian Plan
- Landscaping Plan
- Agency of Transportation letter of intent for state highway access permit 24 V.S.A. § 4416, if needed

A survey plan must include all elements of a site plan in addition to:

- Legal Documents

The applicant and all adjacent property owners will be notified in writing of the date, time and place of the warned hearing.