

# TOWN OF STOWE

## Ridgeline & Hillside Overlay District (RHOD)

### Application Checklist



**The following information is required for all applications subject to review under Section 9.**

<b>Submitted</b>	
	Completed Development Application Form
	Application Fee- See Fee Schedule (Effective 7/1/2015)
	Nine (9) Copies of the Application and all submittal materials
	Project Narrative – This must include the existing or intended use of all buildings on the lot, as well as a detailed description of all proposed improvements.
	Dimensional Information- Required district setbacks shall be clearly depicted on the site plan. The Applicant must also provide a density calculation (if applicable) and existing and proposed building coverage.
	<p>Site Development Plan: One (1) complete set of site development plans, drawn in an appropriate scale on paper not smaller than 18" x 24". Such plans shall provide adequate information necessary to review the proposed project, including a general indication of the location and design of proposed development; an indication of the physical characteristics of the development site, including areas characterized by steep slopes, existing and proposed drainage patterns and forested and open areas; proposed landscaping, clearing and forest management; road access and driveway location, and any other information relevant to the proposed development and development site, as well as the following:</p> <ol style="list-style-type: none"> <li>a. Locator map of an appropriate scale showing the relation of the property boundaries and road frontage to at least two (2) intersecting roads in the vicinity.</li> <li>b. Name of project, name and address of property owner.</li> <li>c. Names of adjoining property owner(s).</li> <li>d. Name of firm preparing plan, scale, north point and date of preparation.</li> <li>e. Existing features including lot area, structures, streets, driveways, waterways, wetlands, easements, rights-of-way, land use and deed restrictions, parking spaces and landscaping features.</li> <li>f. Proposed features including structures, streets, driveways, traffic circulation, parking areas, loading areas, pedestrian walks, fences and walls, water supply, sewage disposal area and lighting locations.</li> </ol> <p>Site plans must be drawn to scale, with a scale appropriate to show the necessary details for review. At a minimum, site plans must show the dimensions of the lot to be built on, location of the building and/or accessory building to be erected, altered, extended or moved and a surveyor's plot plan of the property, if available. The application should further include the location of all streams and wetlands, construction-related soil erosion measures and permanent stormwater control measures.</p>
<b>Supplemental Requirements</b>	
	<b>Grading Plan:</b> Existing and proposed contours at a maximum of five (5') foot intervals for the area surrounding the proposed development, such area to be of sufficient size to show the relationship of the development to the surrounding terrain.
	<b>Lighting Plan:</b> Location, type and height of all exterior lighting (including security lighting) are to be shown on the site development plan. Lighting studies may be required and would include photometric analyses of exterior lighting as well as a review of any impacts interior lighting may have on nighttime visibility through windows, such as the visibility of light through building fenestration.
	<b>Visibility Studies:</b> Viewshed analyses, line of site sections, site photography and other means to assess the visual impact of the proposed application. On site measures such as plywood and pole mock-ups, and survey tape layout of site elements may be also be required in the event the site is deemed to be sensitive by the DRB or its designee.
	<b>Stormwater Management/Erosion Control Plan:</b> An adequate stormwater drainage and erosion control plan, prepared by a registered Vermont engineer, shall be requested when the average slope of the site is steep/severely steep or there are major headwater streams and/or major drainage areas and waterways located on the site.

	<u>Architectural Plans and Renderings</u> : Building design drawings clearly depicting all proposed structures to scale and their location on the site in relation to the physical and natural features of the parcel, including the proposed grade of the building area and finished floor elevations. Drawings should clearly display building elevation and architectural design; building materials, exterior colors and window fenestration. All structures proposed, including outbuildings and garages are to be shown.
	<u>Landscape Plan</u> : Existing vegetation and proposed landscaping and clearing plans showing proposed type, size and location of all vegetation to be preserved and/or installed, along with other landscaping elements such as gazebos, berms, fences, walls, etc. Special attention should be given to existing/proposed vegetation adjacent to buildings for visibility and screening purposes (within at least thirty (30') feet. A species list of existing vegetation and a plan for the maintenance of the existing and proposed landscape should be included. Such a plan shall address specific measures to be taken to ensure the protection and survival, and if necessary, replacement of designated trees during and after the construction and/or installation of all site improvements.
	<u>Access Plan</u> : A plan including existing roads, ROWs and trails; proposed roads, trails, walks, paths, parking areas, etc. Such a plan would include proposed paving materials, slopes of proposed access routes and erosion control measures. This plan might be combined with the Stormwater Management/Erosion Control Plan and should include road profiles.
	<u>Density Analysis</u> : Prepared pursuant to Section 9.4(3)F.
	Additional information as deemed necessary by the Development Review Board (DRB)
Technical Assistance: The DRB may seek the assistance of technical experts, such as engineering or architectural professionals, to provide independent analysis related to specific applications. Such experts will be compensated in accordance with the Town of Stowe Planning and Zoning Fee Schedule.	