



Town of Georgia

47 Town Common Road North. • St. Albans, VT 05478
• Phone: 802-524-3524 • Fax: 802-524-3543 • website: townofgeorgia.com

Site Plan Application Application #SP _____

Submission Requirements: An application for Sketch Plan Review will consist of one set 11"x17" site plan maps plus a digital file in *.pdf format which includes scale, north arrow, legend, abutters, title block, with supporting data to include items listed on the attached checklist, and as approved in the original Site Plan. The application will not be deemed complete until all required materials have been submitted. Failure to submit a complete application, as defined herein, shall be grounds for denial of the application by the DRB..

Applicant must also submit a list for all abutters, including those across a public or private right of way.

Incomplete applications will be returned and will delay scheduling your hearing.

SECTION 1: OWNER/APPLICANT INFORMATION (complete all)

Owner(s): Northwest VT Solid Waste Ma

Applicant(s): Same as Owners

Address: 158 Morse Drive

Address: _____

Fairfax, VT

Zip Code 05454 Telephone 802-524-5986

Zip Code _____ Telephone _____

Email jleddy@nswsd.org

Email _____

Tax Parcel ID: 108290600 Zoning District: Industrial PUD Yes No No

CERTIFICATION OF APPLICANT(S)

AFFIRMATION: The undersigned hereby certifies that the information submitted in this application is true, accurate, and complete.

Signature of Applicant: John Leddy Date: 09-26-24

Signature of Applicant: _____ Date: _____

PROPERTY OWNERS' AUTHORIZATION

The undersigned property owner(s) hereby certify that the information submitted in this application regarding this property is true, accurate and complete and that the Applicant(s) have full authority to request approval for the proposed use of the property and any proposed structure(s).

Signature of Owner: John Leddy Date: 09-26-24

Signature of Owner: _____ Date: _____

Location of Property: 158 Morse Drive

Parcel ID No.: 108290600

Zoning District: _____

Deed Reference: Volume _____ Page _____

Size of Parcel: _____ acres

Previous subdivision of parcel (if applicable)

Permittee name: Morse Industrial Park

Date: _____ Map # _____

Previous Site Plan Approval (if applicable)

Permittee name: Northwest VT Solid Wastement Management

Date: 07/11/24 Map # _____

If applicable:

Engineer: Cross Consulting Engineers, PC (Nick Bouton)

Surveyor: _____

Phone: 802-524-2113

Phone: _____

Email: nbouton@crossconsultingengineers.com

Email: _____

Description of proposed project: (Please describe here or attach a separate proposal)

Amendment of a previously proposed project to alter site conditions for Improved Operation and Procedure of Traffic Flow

Adding 3 additions to existing structure; covered and partially enclosed storage area, covered material drop-off zone; drive thru material drop-off area with a material storage area and a second floor office area.

Names and addresses of abutting property owners:

Georgia Self-Storage, 200 Carpenter Hill Road, St. Albans, VT 05478

YIN & YANG LLC C/O GEORGE A LAMPHERE, 273 Rollin Irish Road, Westford, VT 05494

B&T Properties, LLC, 122 Morse Drive, Fairfax, VT 05454

Existing and/or proposed means of access to the site:

One curb cut exists off Morse Dr. An additional curb cut is being Proposed south of the facility.

List of plans, sketches, or other information submitted with this application:

C-1 Overall Site Plan, C-2 Existing Conditions & Demolition Plan, C-3 Layout Plan, C-4 Grading and Utility Plan, C-5 Details

Dated: 03/26/24; Revised 09/09/24

Location of parking and proposed number of spaces:

An expansion to the existing parking area is being proposed in front to the facility. In total 22 spaces will be provided.

Existing and/or proposed road & driveway access to site:

The site is currently accessed from a single curb cut. A loop road and additional curb cut are bing proposed.

Existing and/or proposed easements and rights-of-way:

The shared stormwater treatment system for the industrial park is located along the northern boundary.

Proposed and/or existing wastewater disposal and water supply:

A drilled well is located on site and will remain in operation.

A new sanitary service is being proposed and will connect to the existing service prior to leaving the site. the existing service connects to the sewer mains in the park leading to the pump station.

Proposed drainage/storm water runoff (if required):

All runoff will be routed via grass swales and a storm drain system to an existing permitted stormwater treatment system.

Proposed landscaping (if applicable):

treas are being protected to the greatest extent possible. A community garden is being proposed.

Size and location of proposed and/or existing buildings:

Existing building 9980 SF; proposed addition 3953 SF

State permits required and/or obtained for this project:

Act 250, Water/Wastewater, Fire Safety

Proposed lighting (if any):

One yard light is being proposed in the parking area. Wall Pak lights over entrance and exits.

Notes

- 1) Narratives which summarize the purpose, scope and key proposed changes to the approved subdivision and/or site plan are encouraged & may be attached.
- 2) Application standards for subdivision approval appear in the Georgia Development Regulations as Article 4. Site Plan Review and Approval standards appear in Article 3.

Site Plan Review Checklist:

This checklist is intended to be used as an aid in developing a complete application for Site Plan Review before the DRB. An application for Site Plan Review will consist of eight (8) sets of site plan maps and supporting data which will include the following information, and such information as indicated in the Concept Plan Recommendation, if applicable. The DRB may require additional information as necessary to determine compliance with the regulations.

1. Address of subject property.
2. Name and address of the owners of record of the subject property
3. Name and address of the owners of record of adjoining lands.
4. Map or survey, drawn to scale, showing existing features, including contours, land use, structures, large trees, roads, easements, rights of way, deed restrictions, name and address of person or firm preparing the map, scale of map, north point, date of map/revisions, and legend.

5. Site Plan, 24" by 36" digital file in PDF format in size and drawn to an appropriate scale, showing proposed land use areas including proposed structures, roads, driveways, traffic circulation, parking and loading spaces, and pedestrian walkways; landscaping plans including site grading, culverts, drainage, landscape design, screening, signs and lighting; name and address of person or firm preparing the map, scale of map, north point, date of map and revisions, legend, and name, address and interest of the applicant in the subject property.
6. The DRB may require that the map or survey and site plan be prepared by a landscape architect, registered land surveyor, registered civil engineer, or registered architect if the proposed project utilizes more than 3,500 square feet, including parking area, or is a complex proposal that could have impacts on surrounding property owners, major roads, or important resources.
7. Construction sequence and timing schedule for completion of each phase for buildings, parking spaces, and landscaped areas of the entire project.
8. Specifications of the materials and plantings to be used.
9. A site location map showing the location of the project in relation to nearby town highways and developed areas at scale of one inch equals one thousand feet.
10. Uses that will generate more than one hundred and fifty (150) vehicle trip-ends per day (estimates shall be based on the most recent rates provided by the Institute of Transportation Engineers) shall include a traffic study conducted by a professional traffic engineer. The study will include details of existing and proposed ingress and egress, expected traffic volumes, turning movements, existing, and resulting levels of service, and proposed traffic control measures. The DRB may require a traffic study for projects generating less than 150 vehicle trip-ends where it finds there is a potential traffic safety issue.
10. A letter from the Georgia Fire Chief indicating any fire and rescue concerns with the proposed project.
11. A lighting plan including the location and height of mountings and/or light poles, fixture type, lamp type, wattage, level of illumination (footcandles). The DRB may require that the lighting plan be developed by a qualified professional. This plan shall show light levels, evenness, and patterns of light distribution, and should also indicate the lamp type, wattage, and lamp loss factors applied.
12. Sign details including dimensions, height, material, and proposed lighting.
13. At the request of the applicant, the DRB may waive any of the above submission requirements, but only where it finds that the size and scope of the application is such that the requirements represent an undue burden on the applicant and are clearly not necessary for the Commission to make findings on the application consistent with the requirements of these Zoning Regulations.
14. All fees according to the Permit Fee Schedule on the website at:

[Fee Schedule](#)

Decisions

The DRB shall act to approve or disapprove Site Plan applications in writing within forty-five (45) days after closure of the public hearing. Failure to act within the 45-day period shall constitute deemed approval on the 46th day. The DRB may recess and continue a hearing pending receipt of requested information, and non-submittal of requested information shall constitute grounds for Site Plan denial. The DRB shall prepare written findings-of-fact and conclusions setting forth background and rationale for their decision. The DRB may attach conditions of approval to ensure the intent of applicable bylaws and the municipal plan are met.

Site Plan decisions shall be distributed per requirements in Title 24, Chapter 117, Section 4464(b)(1)(3), Vermont Statutes Annotated.

(FOR TOWN USE ONLY):

Date received: _____ Fee paid: _____ Check # _____

Returned (incomplete) _____ Date: _____

Signed: _____

Douglas Bergstrom

Zoning Administrator

Planning, DRB & 911 Coordinator

You will receive a written Decision and Finding of Fact within 45 days of the close of the hearing.