



GEORGIA VERMONT

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): Brian & Heather Dunsmore
Address: 6086 Ethan Allen Highway
St. Albans, VT
Zip Code 05478 Telephone 802-524-3235
Email kdunsmores@comcast.net

Applicant(s): Owners
Address: _____
Zip Code _____ Telephone _____
Email _____

Tax Parcel ID: 116400000 Zoning District: AR-1 PUD ☒ Yes ☐ 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: Brian Dunsmore Date: 10/21/2024

Signature of Applicant: Heather Dunsmore Date: 10/21/24

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: Brian Dunsmore Date: 10/21/2024

Signature of Owner: Heather Dunsmore Date: 10/21/24

Location of Property: Lot 1 of 6086 Ethan Allen Highway

Parcel ID No.: Part of 116400000

Zoning District: AR-1

Deed Reference: Volume 106 Page 133

Size of Parcel: 12.06 acres

Road North. • St. Albans, VT 05478

Previous subdivision of parcel (if applicable)

Permittee name: Brian & Heather Dunsmore - BLA-001-24

Date: 5/7/2024

Map #

Previous Site Plan Approval (if applicable)

Permittee name: N/A

Date:

Map #

If applicable:

Engineer: Justin Holmes, P.E.-Pinnacle Eng.

Surveyor: Button Professional Land Surveyors

Phone: 802-782-5980

Phone: 802-863-1812

Email: justin@pinnacle-vt.com

Email: lhamblo@bapls.com

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

Landowners propose development of an existing 12.06-acre lot to include 9 detached units of multi-tenant housing for older persons

Names and addresses of abutting property owners:

See Attached

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

Access to the property is via an existing 60-foot-wide access easement from Dewey Drive across the adjacent development.

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

Site Plan drawing set prepared by Pinnacle Engineering, PLC.

Location of parking and proposed number of spaces:

Each residential unit will include an attached garage and a space in front of the garage.

A waiver is requested to allow backing of vehicles into a private road. This is desirable within a cluster development.

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

An extension of Dewey Drive and/or Dunneaway Drive is proposed. The new private road will be located within a proposed 60' r.o.w. and will include a cul-de-sac.

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

The existing access easement will be utilized. Several wastewater easements exist across Lot 1. Lot 1 will have an easement to construct, maintain and repair the proposed wastewater disposal area on Lot 1A. GMP has a 100-foot-wide easement across the property.

Proposed and/or existing wastewater disposal and water supply:

A new drilled well is proposed to serve the residences. An off-site mound leachfield is proposed on adjacent Lot 1A

Proposed drainage/storm water runoff (if required):

A 3-9050 Operational Stormwater Discharge Permit will be required. Stormwater is to be collected, treated and discharged in accordance with State requirements.

Proposed landscaping (if applicable):

A small amount of landscaping is proposed at each unit. A landscape screen is proposed where a waiver of the 50' PUD perimeter buffer is proposed.

Size and location of proposed and/or existing buildings:

No buildings currently exist on the property. Nine buildings with exterior dimensions of 34' x 54' are proposed. Living space is approximately 1,400 s.f. per unit. All will be one-story though most will also include a basement.

State permits required and/or obtained for this project:

WW Permit, Stormwater permits (3-9050 Operational and 3-9020 Construction), Amended VTrans Permit

Proposed lighting (if any):

Only incidental residential lighting is proposed. No street or parking area lighting is proposed.

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.