



# DEVELOPMENT REVIEW APPLICATION

Planning Division  
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[miltonvt.org/planning](http://miltonvt.org/planning)

Last revised: May 10, 2016

## FINAL SUBDIVISION FORM, SR\$600

### Final Plan Checklist (SR\$600)

- Unless the application is a Boundary Line Adjustment, check here to verify that the proposal conforms to the layout shown on the sketch plan or preliminary plat plus any recommendations made by the DRB in its decision
- Check here to verify that you understand final approval by the DRB shall not be deemed to constitute or be evidence of an acceptance by the Town of any street, easement, utility, park, recreational area or open space shown on the final plat. Such acceptance may only be accomplished by formal resolution of the Legislative Body.

Check each box below to verify that your final plat drawing includes the following:

- The Final Subdivision Plat shall consist of one or more sheets of drawings prepared by a license surveyor which conform to the following requirements:
  - The size of the sheets shall be either 18 inches x 24 inches or a multiple thereof.
  - Such sheets shall have a margin of one (1) inch outside the border along three sides and of one and one-half (1-1/2) inch on the binder side.
  - Space shall be reserved thereon for endorsement by all appropriate agencies.

THIS FINAL PLAT HAS BEEN APPROVED BY RESOLUTION OF THE DEVELOPMENT REVIEW BOARD OF THE TOWN OF MILTON, VERMONT, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_, SUBJECT TO THE REQUIREMENTS AND CONDITIONS OF SAID RESOLUTION.  
SIGNED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

- The final plat for a major subdivision shall conform in all respects to the preliminary or sketch plat as approved by the DRB. The subdivision plat shall show:
  - Proposed subdivision name or identifying title, the name of the Municipality, the name and address of the record owner and subdivider, the name, license number and seal of the licensed land surveyor, the boundaries of subdivision and its general location in relation to existing streets or other landmarks and scale, date and true north point.
  - Street names, as approved by the DRB, and lines pedestrian ways, lots, reservation, easements and areas to be dedicated to public use.
  - Sufficient data acceptable to the DRB to determine readily the location, bearing and length of every street line, lot line, boundary line, and to reproduce such lines upon the ground. When practicable these should be tied to reference points previously established by a public authority.
  - The length of all straight lines, the deflection angles, radii, length of curves and central angles of all curves, tangent distances and tangent bearings for each street.
  - By proper designation on such Plat, all public open space for which offers of cession are made by the subdivider and those spaces title to which is reserved by him.
  - Lots within the subdivision numbered in alternating order within the blocks.
  - The location of all the improvements referred to in Article VIII and in addition thereto the location of all fire protection devices, utility poles, sewage disposal systems, and rough grading and other devices and methods of draining the area within the subdivision.
  - Permanent reference monuments and lot corner markers shall be clearly indicated.
  - Monuments shall be set at all corners and angle points of the boundaries of the subdivision, and for new roads at all street intersections, angle points in street lines, points of curve and such intermediate points as shall be required by the DRB.
  - Deed reference, tax map reference.

**Check each box below to verify that you have attached the following:**

- Copies of the proposed deeds, agreements or other documents showing the manner in which streets, open space, including park and recreational areas served and maintained and a certificate from the Legislative Body or Town Attorney that these documents are satisfactory. Such certificate shall not be construed, however, as acceptance by the Town of Milton of any areas proposed to be dedicated to the Town.
- Your preferred form of performance bond (if applicable) to secure completion of any improvements and their maintenance for a period of two (2) years.
- Any other documents required by the DRB as a result of sketch/preliminary plat approval.
- The final plan application for a minor or major subdivision shall be accompanied by a Certificate of Title showing the ownership of all property or easements to be dedicated or acquired by the Town, or reserved, and said Certificate of Title shall be approved by the Town Attorney. Copies of all proposed offers of Dedication, deeds, easements or other instruments conveying property or easements to the Town shall also accompany the final application, and be approved by the Town Attorney.

**Policies (SR§110)**

**Check each box below to verify that you have read, understood and accept the following policies.**

- The subdivision of land and the subsequent development of the subdivided plat as subject to the control of the Town of Milton pursuant to the Vermont Planning and Development Act (Act) and the Milton Town Comprehensive Plan (Plan) for the orderly, planned, efficient and economical development of the Town.
- Land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health or peril from fire, flood, or other menace. Land shall not be subdivided until proper provision has been made for drainage, water, sewage, and capital improvements such as schools, parks, recreation facilities and transportation facilities.

**Purposes (SR§120)**

**Check each box below to verify that you have read, understood, and accept the following purposes.**

- To protect and provide for the public health, safety, and general welfare of the Town of Milton.
- To guide the future growth and orderly development of the Town in accordance with the Comprehensive Plan, Zoning Regulations and all other By-Laws enacted to implement the Plan.
- To provide for adequate light, air and privacy, to secure safety from fire, flood and other danger, and to prevent over-crowding of the land and undue congestion of population.
- To guide public and private policy and action in order to provide adequate and efficient transportation, water, sewage, schools parks, playgrounds, recreation and other public requirements and facilities.
- To provide the most beneficial relationship between the uses of land and buildings, and the circulation of traffic throughout the Town, having particular regard to the avoidance of congestion in the streets and highways.
- To insure that public facilities are available and will have a sufficient capacity to serve any proposed subdivision.
- To present the pollution of air, streams, ponds and Lake Champlain; to assure the adequacy of drainage facilities; to safeguard the water tables; and to encourage the wise use and management of natural resources throughout the Town in order to preserve the integrity; stability, and beauty of the community and the value of land.
- To preserve the natural beauty and topography of the Town and to insure appropriate development with regard to these natural features.
- To further the purposes contained in the Vermont Planning and Development Act, and in particular, those purposes set forth in Section 4302 of the Act.

**Standards of Evaluation (SR§700)**

**Check each box below to verify that you have read, understood, and accept the following standards of evaluation.**

- The land is suitable for subdivision or development. In making this determination it shall at least consider flooding, improper drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements or other features which will be harmful to the safety, health, and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas.
- The proposal includes due regard for the preservation and protection of existing aesthetic features such as trees, scenic points, brooks, streams, rock outcroppings, water bodies, other natural resources and historical resources.
- The proposal includes sufficient open space for recreation.
- The proposal includes adequate provision for control of runoff and erosion during and after construction.

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- The proposed development is in compliance with the Milton Comprehensive Plan, Zoning Regulations and other By-Laws then in effect.
- The proposed development will not result in undue water or air pollution. In making this determination it shall at least consider the elevation of land above sea level and its relation to the floodplains, the nature of the soils and subsoils and their ability to adequately support waste disposal; the slope of the land and its effect on effluents; the availability of stream for disposal of effluents; and the applicable health and Vermont Department of Water Resources regulations.
- The proposed development is compatible with surrounding properties.
- The site is suitable for the proposed density.
- The proposal contains adequate provision for pedestrian traffic in terms of safety, convenience, access to points of destination and attractiveness.
- The proposed development will not place an unreasonable burden on the ability of local governmental units to provide municipal, educational, or governmental services and facilities.
- There is sufficient water available for the reasonably foreseeable needs of the proposed development.
- The proposed development will not cause unreasonable highway congestion or unsafe conditions with respect to the use of roads and highways in the Town.

Check here if you have opted to **ATTACH** a narrative explaining how the proposal addresses the standards above.

**Required Improvements and Design Standards (Article VIII)**

Check each box below to verify that you have read, understood, and have complied with the following improvement and design standards:

- Streets, SR§800
- Curbs, Sidewalks and Pedestrian Access, SR§810
- Outdoor Lighting, SR§820
- Shade Trees, SR§830
- Drainage, SR§840
- Water System, SR§850
- Sewage Disposal, SR§860
- Utilities, SR§870
- Layout, SR§880

**Expiration (SR§940)**

Check here to verify your understanding that Final approval shall expire if the final plat is not filed by the subdivider within one hundred eighty (180) day period. The initial one hundred eighty (180) day period may be extended another ninety (90) days at the discretion of the Zoning Administrator/Acting Zoning Administrator if final local or state permits or approvals are still pending.