

**APPLICATION FOR REVIEW FOR THE
SHORELAND SEASONAL HOME MANAGEMENT DISTRICT**

<p>TOWN OF CHARLOTTE PLANNING & ZONING P.O. BOX 119 CHARLOTTE, VERMONT 05445-0119 Phone 802-425-3533</p>	<p>FOR OFFICE USE ONLY: Application No: _____ Date Received: _____ DRC Report: _____ ZBA Hearing: _____</p>
<p>Property owner: _____ Address: _____ Telephone: _____</p>	<p>*Applicant's name: _____ Address: _____ Telephone: _____ <i>*If applicant and owner are not the same, applicant must attach a letter of authorization from the owner.</i></p>
<p>Location of property: _____ Tax Map No: Map _____ Block _____ Lot _____ Deed Reference: Volume _____ Page _____ Date _____ Lot size: _____ Size determined from? Survey ___ Deed ___ tax map ___ Is this property on the Historic Register? Yes ___ No ___ Will this request require the cutting of any trees? Yes ___ No ___ If yes, describe the type and size of tree(s) and locate them on the plot plan. _____</p>	<p>In square feet, what is the building footprint which is covered by a roof (including covered porches and covered decks)? _____ Is this request for the demolition or removal of an existing structure? Yes ___ No ___ Will this alteration or expansion increase the footprint which is covered by a roof? Yes ___ No ___ If yes, what is the number of square feet in the expansion? _____ What will be the total square feet of the building footprint covered by a roof after the expansion?(or demolition) _____ total square feet What is the total amount of square feet not covered by a roof? _____</p>
<p>List the total number of the existing rooms and their use. _____</p>	<p>Give the building footprint as a percent of lot size: (Maximum allowed is 7%) Existing _____ Proposed _____ Building height: existing _____ feet proposed _____ feet</p>
<p>List the total number of proposed rooms and their use. _____</p>	<p>Will the alteration or expansion be for the purpose of increasing occupancy of the structure? Yes ___ No ___ Explain: _____ Will there be any change in the plumbing? Yes ___ No ___ Explain: _____</p>

Before Conditional Use approval by the Zoning Board of Adjustment for alteration or expansion of existing principal structures in the Shoreland Seasonal Home Management District, the applicant must be able to demonstrate that all provisions and conditions of the Town of Charlotte Sewage Ordinance and all applicable regulations for sewage disposal including, where applicable, the Thompson's Point Wastewater system Sewer Use Ordinance and the State of Vermont Indirect Discharge Permit for the Thompson's Point Wastewater System, are met for each structure altered or expanded.

Applicants are to submit separate site plans drawn to scale. The drawings submitted with this application will be the same drawings submitted with your application to the Zoning Board of Adjustment.

- _____ site plan of property and structures as they exist
- _____ site plan of property and structures as proposed
- _____ drawings of existing floor plan showing use of each room
- _____ drawings of proposed alterations/expansion and floor plan showing use of each room
- _____ legal property boundaries
- _____ setbacks to all property lines, shoreline (98 feet mean high water mark)
- _____ all buildings and structures on neighboring lots that are within 50 feet of the property line
- _____ existing features (include topography, natural resources, existing structures, roads, easements, rights of way, deed restrictions)
- _____ proposed structures, roads, driveways
- _____ proposed landscaping, screening, site grading, drainage
- _____ water supply and sewage disposal locations
- _____ elevations for new alterations or expansion
- _____ specifications of the materials to be used
- _____ photographs of the property showing existing structures
- _____ any other supporting information that will help the Design Review Committee understand the project

The application shall not be deemed complete until all of the applicable materials above have been submitted.

CERTIFICATION
 I certify that the information on this application, and all accompanying material, is accurate and complete to the best of my knowledge and belief.

Signature of Applicant _____ Date _____



Town of Charlotte

ESTABLISHED 1762

Requirements for submission to Charlotte Design Review Committee for work on Thompson's Point.

SITEPLAN 1" = 16' or 1" = 20'
(with footprints, boundaries, setbacks, drives and walks, and lot coverage)

ROOF PLAN 1/4" = 1'-0"

FLOOR PLANS 1/4" = 1'-0"
EXISTING and PROPOSED

ALL ELEVATIONS 1/4" = 1'-0"
PROPOSED (noted with finishes)

SUBMITTAL REQUIREMENTS

FOUR COPIES OF THE COMPLETE APPLICATION AND PLANS TO BE SUBMITTED TO THE PLANNING & ZONING OFFICE. (The size of one set of plans to be either 8 1/2" x 11" or no larger than 11" x 17")

PHOTOGRAPHS

ELEVATIONS (all)
(COLOR PHOTOCOPY OF SNAPSHOTS ACCEPTABLE)

Dec 2002

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159 FERRY ROAD P.O. BOX 119 CHARLOTTE, VERMONT 05445-0119.

TOWN CLERK: (802) 425-3071 ♦ PLANNING & ZONING: (802) 425-3533 ♦ LISTER: (802) 425-3855 ♦ FAX: (802) 425-4241

(G) District Design Review Standards. Before granting conditional use approval for any alteration, expansion, demolition, or removal of any portion of any principal structure in this district, the Board of Adjustment shall seek the recommendations of the Design Review Committee, based on information found in the Historic Sites and Structures Survey for the Town of Charlotte, prepared by the Vermont Division for Historic Preservation, and the report titled "A Natural and Cultural Resource Inventory and Planning Recommendations for Thompson's Point, Charlotte, Vermont" (September 1990, as may be amended). Copies of both reports are available for review at the Planning and Zoning Office. In addition, the Committee's recommendation to the Board shall include its findings with regard to the following design review criteria:

- (1) The size, scale, style, design and materials of any structural alteration, expansion or replacement are consistent and harmonious with existing structures, and with the overall historic and aesthetic character of the area.

- (2) Natural features should be identified.

- (3) Alterations or additions to an historic structure shall preserve the historic appearance of the structure and not alter the structure's historic integrity.

- (4) Alterations to existing structures and new structures within the district shall be compatible with the visual elements of surrounding historic structures and the overall historic and aesthetic character of the area.

- (5) The demolition of structures of historic significance shall be discouraged.

