



**southburlington**  
PLANNING & ZONING

Application # IZ-\_\_\_\_-\_\_\_\_\_  
(office use only)

**APPLICATION FOR REVIEW OF LAND DEVELOPMENT  
PROHIBITED UNDER THE INTERIM BYLAWS**

All information requested on this application must be completed in full. Failure to provide the requested information either on this application form or on the plans will result in rejection of your application and a delay in the review before the City Council.

I understand the requirements and procedures required by State law (Section 4415 of the Vermont Planning & Development Act), and that a legal advertisement must appear a minimum of fifteen (15) days prior to the hearing.

**1) OWNER(S) OF RECORD** (Name(s) as shown on deed, mailing address, and phone):

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**2) APPLICANT** (name, mailing address & phone)

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**3) CONTACT PERSON** (person who will receive staff correspondence. Include name, mailing address, & phone, if different from above):

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a. **Contact e-mail address:** \_\_\_\_\_

**4) PROJECT STREET ADDRESS:** \_\_\_\_\_

**5) TAX PARCEL ID #:** \_\_\_\_\_ **Parcel Size** \_\_\_\_\_ acres

**6) PROJECT ZONING DISTRICT(S):** \_\_\_\_\_

**and, if applicable, OVERLAY DISTRICT(S):** \_\_\_\_\_

**8) DESCRIPTION OF PROPOSAL**

a. General Project Description (describe what you are proposing): \_\_\_\_\_

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b. Existing Uses / Buildings on Property:

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**9) INTERIM ZONING REVIEW CONSIDERATIONS**

In a separate letter, please describe in detail the following in regards to the proposed project, which is prohibited under the Interim Bylaws:

- a) How the proposed project is consistent with the health, safety, and welfare of the City of South Burlington in consideration of the stated purposes of the Interim Bylaws
  
- b) How the proposed project is consistent with studies being conducted, draft bylaws or bylaw amendments, and/or any draft comprehensive plan or comprehensive plan amendments under consideration.
  
- c) The project’s relationship to or effect upon each of the following:
  - (i) The capacity of existing or planned community facilities, services, or lands;
  - (ii) The existing patterns and uses of development in the area;
  - (iii) Environmental limitations of the site or area and significant natural resource areas and sites; and,
  - (iv) Municipal plans and other municipal bylaws, ordinances, or regulations in effect.

e. Other (list any other information pertinent to this application not specifically requested above):

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**10) SUPPORTING DOCUMENTS.** A completed application form and required submittal materials for a Sketch Plan under Appendix E of the City’s Land Development Regulations (LDRs), and the planned access to a proposed development, shall be required. The City Council may require additional information as necessary to make a determination.

**11) PLANS AND FEE**

Plans which show the information required in #10 above shall be submitted. Three (3) regular size copies, one reduced copy (11" x 17"), and one digital (PDF-format) of the plans must be submitted. An application fee shall be paid to the City at the time of submitting the application. See the City fee schedule for details.

**NOTE: NOTIFICATION of ADJOINING PROPERTY OWNERS**, in accordance with 24 V.S.A. §4464(a) and Section 17.06(B) of the LDR, is the responsibility of the applicant. After deeming an application complete, the Administrative Officer will provide the applicant with a draft meeting agenda or public hearing notice and sample certificate of service. The sworn certificate of service shall be returned to the City Planning and Zoning Department prior to the start of any public hearing.

I hereby certify that all the information requested as part of this application has been submitted and is accurate to the best of my knowledge.

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SIGNATURE OF APPLICANT and DATE

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SIGNATURE OF PROPERTY OWNER

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PRINT NAME

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Do not write below this line

DATE OF SUBMISSION: \_\_\_\_\_

I have reviewed this application and find it to be:

COMPLETE       INCOMPLETE

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Administrative Officer

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Date

*The applicant or permittee retains the obligation to identify, apply for, and obtain relevant state permits for this project. Call (802) 879-5676 to speak with the regional Permit Specialist.*