



## TOWN OF COLCHESTER APPLICATION FOR SITE PLAN REVIEW

(IN CONJUNCTION WITH FINAL PLAT REVIEW FOR  
PLANNED UNIT DEVELOPMENTS)

Permit # SP- \_\_\_\_\_ - \_\_\_\_\_

All information requested on this application must be completed. Failure to provide the requested information either on this application form or on the site plan will result in your application being rejected and a delay in the review before the Development Review Board.

1) OWNER OF RECORD (Name as shown on deed, mailing address, phone and email) \_\_\_\_\_

2) APPLICANT (Name, mailing address, phone and email) \_\_\_\_\_

3) CONTACT PERSON (Name, mailing address, phone and email) \_\_\_\_\_

4) PROJECT STREET ADDRESS: \_\_\_\_\_ 5) TAX MAP & PARCEL # \_\_\_\_\_

6) PROJECT DESCRIPTION \_\_\_\_\_

7) SITE PLAN REVIEW CRITERIA NARRATIVE AND PLANS. A narrative description of how the proposed project meets the criteria of Section 8.07 of the Development Regulations shall be submitted with this application. Plans shall be submitted with the final plat application that shows the information listed on Exhibit B of the final plat application.

*Please submit one paper copy and a digital copy of the application in pdf (file not exceeding 20mb) via email to [pzinfo@colchestervt.gov](mailto:pzinfo@colchestervt.gov). If online submittal is not feasible, submissions will be accepted via CD/ DVD. Application forms, plans, and supporting documents shall each be separate pdfs and plans shall be submitted as a set whenever feasible. Files shall be named the address of the property and the type of document followed by the year (i.e. 205RooseveltHwyApp15). Each file name shall be unique with no spaces and characters shall be numbers or letters (no characters such as hyphens, #, &, or \*). All pdfs shall be at least at 300dpi, color, and to scale if a plan, elevation, or similar document.*

8) SITE PLAN FEE: A site plan application fee shall be paid to the Town at the time of submittal of \$263. In accordance with Colchester's Fee Ordinance Chapter 6 ½ - 4, applicants for all permits are responsible for costs of reviews conducted by third-party consultants/experts requested by the Town.

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.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

***By the land owner signature, the land owner is authorizing the applicant to act on their behalf.***

☐ Check this box if the consultant listed is authorized to act on behalf of the applicant and land owner.

☐ Check this box if the contact person listed is authorized to act on behalf of the applicant and land owner.

\_\_\_\_\_  
**Do not write below this line**

DATE OF SUBMISSION: \_\_\_\_\_ FEE PAID: \_\_\_\_\_

I have reviewed this site plan application and find it to be: ☐ Complete ☐ Incomplete

\_\_\_\_\_  
Zoning Administrator or Designee

\_\_\_\_\_  
Date