



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELburnE ROAD SHELburnE, VT 05482

www.shelburnevt.org 802-985-5118

HISTORIC PRESERVATION/DESIGN REVIEW APPLICATION*

* Also available in alternate formats in accordance with the Americans With Disability Act.

PLEASE USE THIS FORM TO REQUEST HP/DESIGN REVIEW

Except for interior modifications and except for ordinary maintenance, painting, or repair which does not change the design, type of material, or appearance of a structure, review and approval by the Development Review Board (DRB) is required for projects located in the Village Design Review Overlay District. The purpose of this district is to preserve and enhance the historic and architectural significance of the Village and Falls Road areas and the entryways to Shelburne Village.

Preliminary review of applications is carried out by the Shelburne Historic Preservation and Design Review Commission (SHPDRC). The SHPDRC shall review the application and forward written recommendations to the DRB before the DRB takes any action. The recommendations may include conditions that would bring the application into conformance with the guidelines of these regulations.

APPLICANT INFO

Property Owner	Applicant (If different than owner)
Name (please print)	Name (please print)
Address	Address
City State Zip	City State Zip
Email	Email
Phone	Phone

PROJECT INFO

Please provide or attach a concise description of your project(including materials, catalog sheets, etc. :

Tax Map #
Age of Primary structure on the lot:
Style/Character of the existing structure:
Date of plans showing proposed facades or views of structure:
Date of photos showing existing facades or views of structure:

HISTORIC PRESERVATION/DESIGN REVIEW APPLICATION

CONFORMANCE WITH CRITERIA

Applications subject to historic preservation/design review must meet several criteria contained in the zoning bylaw. The review process will tend to function more smoothly when you provide thorough responses to the following items.

Describe how the project will affect the historical, architectural or cultural value of the structure(s) and its relationship and contribution to the setting.

Describe how the proposed exterior design (e.g., arrangement, orientation, texture, and materials) will be compatible with existing buildings or structures and its setting

Describe how the scale and general size of the proposed structure is compatible with existing surroundings.

Describe how the proposed structure and any associated landscaping are compatible with historic, cultural, scenic and ecological value of the existing landscape.

Describe how the proposed/modified structure and its setting contribute to the historical and architectural significance of the district.

HP/DESIGN REVIEW DISTRICT PLOT PLAN CHECKLIST

An "Historic Preservation/Design Review Plot Plan" must be submitted in conjunction with this application. The features depicted on such Plan will supplement the plan submitted with your zoning permit application. The Design Review Plan must include the following:

- Name of the property owner.
- Address of the property.
- Parcel Boundaries and dimensions (may use recent tax map as source of data for boundaries and dimensions if property not surveyed).
- Existing Building footprints (may utilize recent aerial photograph) and elevations (may utilize recent photographs).
- Proposed Building footprints and elevations (drawings must be to scale and include details or detail sheets for architectural elements).
- Clear depiction of work to be done, including all changes that are proposed to the physical features of the site or existing structures, including building elevations.
- Location of any public or private Rights of way and/or sidewalks.
- Trees and other landscape features which are to be installed, removed or changed by the proposed work
- North Arrow, Indication of scale used, and date of plan.

HP/DESIGN REVIEW PERMIT APPLICATION FEE ESTIMATE

Payment of fees is required prior to processing your permit application. A summary of the fee schedule is found below. This summary is for the convenience of the public and omits fees which are not typically needed for a building permit. Additional fees may be required. (Please contact the Planning & Zoning Office if complete list of development fees is needed.

- | | |
|---|----------|
| 1. <u>Application Fee: \$30</u> | \$ _____ |
| 2. <u>Recording Fee: \$10</u> | \$ _____ |
| 3. <u>Total(check payable to "Town of Shelburne")</u> | \$ _____ |

PROPERTY OWNER SIGNATURE:

Signature:

Date Signed:

FOR OFFICE USE ONLY

Date Received:

Fee Paid:

Check #: