

Application Date _____ / ____ / ____ Permit Number _____	Town of Shelburne, Vermont Application for Design Review Design Review and Demolition Permit	
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- Application Fee: \$50 (checks payable to "Town of Shelburne")
- 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.
- 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. These recommendations may include conditions that would bring the application into conformance with the guidelines of these regulations.
- All requests for the demolition of structures in the Village Design Review Overlay District shall be reviewed by the SHPDRC. The SHPDRC shall forward a written report to the DRB within 15 days after completing review. The report shall describe whether the proposed demolition satisfies the bylaw and may include alternatives to demolition or removal of the structure. The DRB shall review the SHPDRC's recommendation and render a decision. If a structure for which demolition has been proposed has been damaged in excess of 70% of its assessed value, permission for demolition may be granted by the Administrative Officer without DRB review. It is the burden of the applicant to demonstrate this requirement is met before the the Administrative officer may act.

<p>A</p> <p>Parcel: _____ Tax-Map #: _____ <i>(please print)</i></p> <p>Property Location: _____</p> <p>Owner: _____</p> <p>Owner Address: _____</p> <p>Owner Phone: (preferred phone #): _____</p> <p>Owner Email: _____</p> <p>Applicants Name: _____</p> <p>Applicants Address: _____</p> <p>Applicant Phone (preferred phone #): _____</p> <p>Applicant Email: _____</p>	<p>E</p> <hr/> <p>Please answer the following questions:</p> <p>Historic Preservation/Design Review Application Only:</p> <p>Age of Primary Structure on Lot: _____</p> <p>Style/Character of the existing structure: _____</p> <p>Date of plans showing proposed facades or views of structure: _____</p> <p>Date of photos showing existing facades or views of structure: _____</p> <p>Demolition Permit Only:</p> <p>Age of structure proposed for demolition: _____</p> <p>Date of photos showing structure: _____</p> <p>Character of structure proposed for demolition: _____</p> <p>Date of plans showing proposed redevelopment: _____</p> <p>Reason for Demolition: _____ _____</p>
<p>B</p> <p>Permit Type: _____ If YES: _____ Are you applying for a demolition permit: GAF #: _____</p> <p>YES NO <i>Permit Request:</i> _____</p>	
<p>C</p> <p>Description: Please describe in space provided below or attach extra pages and necessary a concise description of your project (including materials, catalog sheets, etc.,)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>D</p> <p>Signature of Applicant: _____ Date _____</p> <p>Signature of Owner: _____ Date _____ <i>(if different from applicant)</i></p>	<p>Office Use Only:</p> <p>Date received: ____/____/____</p> <p>Fee received: ____/____/____</p> <p>Check #: _____</p>

F. Conformance with Criteria:

No Demolition Only: (please answer below or attach separate pages if extra space is needed)

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 its 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: _____

The following items must be submitted in order for the application to be considered complete:

- A completed Historic Preservation/Design Review Application form, including application fee (\$50)
- All cut sheets that display the design of windows, doors, and other fixtures proposed to be installed

A Historical Preservation/Design review Plot Plan which includes:

- Name of property owner
- Address of 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 use recent photograph)
- 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

Demolition Permit Only: (please answer below or attach separate pages if extra space is needed)

Describe or summarize and attach any evidence indicating that no feasible alternative to demolition (e.g. rehabilitation, preservation, or relocation) exists. _____

Describe or summarize and attach any evidence indicating that the proposed redevelopment of the site after demolitions will provide a clear and substantial benefit to the community as a whole. _____

Describe or summarize and attach any evidence that the demolition and redevelopment proposal mitigates, to the greatest extent practicable, any impact on historic structures on the subject property or adjacent properties _____

Describe or summarize and attach any evidence indicating that all historically and architecturally important design features, construction techniques, examples of craftsmanship, and materials associated with the property have been properly documented _____

Has the DRB approved a redevelopment plan for the property which provides replacement structures that are compatible with the historic integrity and the architectural character of the surrounding area? _____

A Demolition Plan + Application Fee (\$75) 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 Demolition Plan must include the following:

Name of the property owner

Address of the property

Parcel Boundaries and dimensions

Footprints (may utilize recent aerial photograph) and elevations (may utilize recent photographs of existing buildings on site.

Footprints of building(s) proposed to be demolished, with indication of age

Footprints (may utilize recent aerial photograph) of existing historic structures (on registered or eligible) offsite within 200 feet of structure proposed for demolition

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.