

FEE: \$75.00 payable to Town of Richmond

Permit No. \_\_\_\_\_

Parcel Codes \_\_\_\_\_

**TOWN OF RICHMOND, VERMONT**  
**Zoning Permit Application for Boundary Adjustment**

Landowner: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Lot Size (Acres): \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Adjoining Landowner: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Lot Size (Acres): \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Describe changes to the parcels in this application:

\_\_\_\_\_ An attached plot plan, prepared and stamped by a professional, shall be included that includes the following items:

- \_\_\_\_\_ A listing of the number of acres for each parcel and the amount of acres being transferred.
- \_\_\_\_\_ The location, bearings and distances for the existing boundary lines of the two parcels and the proposed boundary line(s). The proposed boundary lines should be shown with a bold line.
- \_\_\_\_\_ Parcel numbers of the two parcels involved in the application and all abutting parcels.
- \_\_\_\_\_ Any existing development on the sites, such as structures, driveways, fences, water and septic systems.
- \_\_\_\_\_ Existing and/or proposed Vehicular Access
- \_\_\_\_\_ Contours, boundaries and features to demonstrate 10,000 square feet of contiguous area required in the Richmond Zoning Regulation, Section 2.5, Land Capability.
- \_\_\_\_\_ Statement that this transaction does not create additional lots and complies with State land use regulations.
- \_\_\_\_\_ The approved Richmond sign off block plan showing the boundary adjustment to the Zoning Administrative Officer.  
***If required, State Permits, (including State Permit Numbers,) are required prior to submission of this application.***  
STATE PERMIT REQUIRED? Yes \_\_\_\_\_ No \_\_\_\_\_ STATE PERMIT NUMBER: \_\_\_\_\_

A draft property deed must be submitted to the Zoning Administrative Officer.

**Within 180 days of the approval date for the boundary line adjustment, the property deed and mylar based on this approval must be submitted to the Richmond Town Clerk's Office for recording or the boundary adjustment shall expire.** The deed shall also include a statement that this transaction does not create additional lots and complies with State land use regulations. No boundary adjustment shall change the land use or make any existing lot non-conforming.

I certify that the above information is complete, accurate and included in this submittal.

**Signature of Landowner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Adjoining Landowner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***Please do not write below this line***

Application Plan Description/Additional Comments: \_\_\_\_\_

Complete Application Date: \_\_\_\_\_

Decision Date: \_\_\_\_\_

Approved / Denied / Referred / Withdrawn

Effective Date \_\_\_\_\_

BY: \_\_\_\_\_

No activity shall occur prior to the effective date.

Zoning Administrative Officer

The applicant may appeal this decision to the Development Review Board within 15 days of this decision date with the required application form per 24 V.S.A. 4464, Appeals. The Town Planner is available for assistance at (802) 434-2430. Additional information can be found on line at [www.richmondvt.com](http://www.richmondvt.com)

**RICHMOND, VT TOWN CLERK'S OFFICE**

**Received for record**

\_\_\_\_\_ **A.D.** \_\_\_\_\_ **At** \_\_\_\_\_ **o'clock** \_\_\_\_\_ **minutes** \_\_\_\_\_ **M** and recorded in Book \_\_\_\_\_

**Page** \_\_\_\_\_ **of Land Records.**

**Attest:** \_\_\_\_\_