



Planning & Zoning Office
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Conditional Use Checklist:

This checklist is intended to help you provide the necessary information for your conditional use review. Please ensure that you submit all of the information listed below. If you have any questions, please contact the Richmond Zoning Department.

Conditional Use Checklist	
Application requirement for conditional use review per Section 5.6. 1-2 of the Richmond Zoning Regulations	Check if Complete
The Applicant has demonstrated that they will not have an adverse impact on the capacity on existing or planned community facilities (5.6.1.a)	
The Applicant has demonstrated that they will not have an adverse impact on the character of the area as noted in purpose of the zoning district in which the project is located (5.6.1.b)	
The Applicant has demonstrated that they will not have an adverse impact on traffic on roads and highways in the vicinity (5.6.1.c)	
The Applicant has demonstrated that they will not have an adverse impact on bylaws and ordinances (5.6.1.d)	
The Applicant has demonstrated that they will not have an adverse impact on utilization of renewable energy resources (5.6.1.e)	
The Applicant has demonstrated that they will not have an adverse impact on neighboring properties through adverse environmental factors ie light, noise, ect. (5.6.2.a)	
The Applicants proposal notes no outside displays that are not taken down every day(5.6.2.b)	
Any outside storage of goods and parts shall not impair safety (5.6.2.c)	
A state wastewater permit and potable water permit (5.6.2.d)	
The Applicants have provided a timeline for development of the project (5.6.2.e)	
The Applicants are not proposing any fire, explosion, or safety hazard that Richmond fire feels endangers other properties (5.6.2.g)	
Provide evidence that the project will not have an impact on items noted in the following section (5.6.2 h-k)	
The Applicants have provided the site plan information noted in Section 5.5.3 (5.6.3)	
Letter from an engineer noting the stormwater infrastructure complies with the Richmond public work and zoning regulations	

Conditional Use Checklist for Extraction of Earth Resources

Special Requirements for extracting earth resources per Section 5.6.5.c i-iv of the Richmond Zoning Regulations	Check if Complete
Name and address of all abutters (5.6.5.c.i)	
Current site plan showing existing grades depth of water table, off site drainage patterns and existing easements (5.6.5.c.ii)	
Restoration plan showing finished grade (5.6.5.c.iii)	
Management for the operations (5.6.5.c.iv)	