

**BREAKDOWN OF FEES**

ZONING FEES:

ACCESS PERMIT:

DRB:

R.O.W. FEES

FIRE IMPACT

WATER EXCAVATION:

RECORDING FEES:

TOTAL:

CHECK NUMBER:

NOTES:

\$ 200

\$ 60

\$ 260

1102

For AP 2026-003

↳ re: 1330 Jericho Road

2-Lot Administrative  
Subdivision Appeal.



Town of Richmond  
P.O. Box 285  
Richmond, VT 05477  
802-434-2430  
www.richmondvt.gov

July 28, 2026

Chelsye and Trevor Brooks  
1364 Jericho Road  
Richmond, Vermont 05477

Re: Notice of Appeal, AP2026-003.

Dear Appellants,

Your appeal, AP2026-003, was received on July 27, 2026. Upon review, it was deemed timely and complete on July 28, 2026. As such, your public hearing has been scheduled for:

Date: September 9, 2026.

Time: 7:00 p.m.

Location: 3<sup>rd</sup> Floor Meeting Room A, Richmond Town Offices, 203 Bridge Street, Richmond, VT 05477, or via Zoom.<sup>1</sup>

The enclosed *Hearing Notice* poster must be posted on your property — clearly visible from the public right of way — 15 days prior to the scheduled hearing date.<sup>2</sup> It must remain posted there until the Development Review Board renders its decision and the appeal period has ended.

As always, please contact the Planning & Zoning Office with any questions.

Respectfully,

Danté DeNault  
Zoning Administrator & E911 Coordinator  
Town of Richmond, Vermont

\*Note: A Meeting Agenda will be sent to you for the DRB's 9/9/26 meeting.

<sup>1</sup> <https://us02web.zoom.us/j/89057870483>.

<sup>2</sup> Richmond Zoning Regulations § 8.2.3(a).



Planning & Zoning Office  
Town of Richmond P.O. Box 285  
Richmond, VT 05477  
(802) 434-2430  
~~tdenault@richmondvt.gov~~ ~~tmachia@richmondvt.gov~~  
www.richmondvt.gov

Appeal # **AP 2026-003**  
(office use only)

## NOTICE OF APPEAL

All information requested below must be completed in full. Failure to provide the requested information on this notice will result in rejection of your application and delay in the review of the appeal before the Development Review Board.

***I understand:***

- The presentation procedures required by State Law (Section 4468 of the Planning & Development Act);
- that the Development Review Board holds regular meetings once a month;
- that a legal advertisement must appear a minimum of fifteen (15) days prior to the hearing on my appeal; and
- I agree to pay the required fee to offset the cost of the hearing on my appeal.

1) Name and Address of Appellant (s): **Chelsye & Trevor Brooks**  
**1364 Jericho Road**  
**Richmond VT 05477**

1a) Email Address of Appellant(s): **chelsyebrooks@gmail.com trevorbrooks@gmail.com**

2) Location and brief description of property at issue in this Appeal:  
**1330 Jericho Road Richmond VT**  
**92 acre parcel with driveway and single family home.**

3) What action of the Administrative Officer are you appealing?  
**Issuance of Administratively Created Lot permit: AS2026-001.**

4) What provisions of the Richmond Zoning Regulations are applicable to this Appeal, if any?

**Richmond Zoning Regulations: 2.5.2; 2.6; 4.1; 4.6; 5.3.3; 6.2; 6.11**

**Public Works Specifications: Figure 8; Section 3**

**Richmond Subdivision Regulations: 420.3(10); 500; 600.8; 600.9; 640; 650; 670**

5) What relief do you want the Development Review Board to grant?

**Grant the Appeal, thus Denying permit AS2026-001.**

6) Why do you believe that the relief requested in Number 5, above, is proper under the circumstances?

**Because the proposed development does not meet the required standards.**

NOTE: Notification of adjoining property owners: Notification of adjoining property owners, in accordance with 24 V.S.A. §4464(a) and Section 8.2.3(b) of the Richmond Zoning Regulations, is the responsibility of the appellant.

I hereby certify that all the information requested as part of this notice of appeal has been submitted and is accurate to the best of my knowledge.

**/s/ Chelsye Brooks /s/ Trevor Brooks**

Signature of Appellant

**7/27/2026**

Date

Do not write below this line

**7/27/26**

Date of Submission

I have reviewed this application and find it to be:

☒ Complete ☐ Incomplete

**Dante DeMault**

Administrative Officer

**7/28/26**

Date

RECEIVED

TOWN OF RICHMOND