

APPROVED BY RESOLUTION OF THE
DEVELOPMENT REVIEW BOARD OF THE
TOWN OF MIDDLEBURY, VERMONT
SUBJECT TO THE REQUIREMENTS AND
CONDITIONS OF THE DECISION DATED

____ DAY OF _____, 20__

SIGNED THIS ____ DAY OF

_____, 201__

BY _____

(DRB CHAIR/CLERK)

TOWN CLERK'S OFFICE

TOWN OF MIDDLEBURY, VT
_____, 201__ RECEIVED
FOR RECORD AT ____ O'CLOCK ____ M.
MAP # _____

ATTEST: _____

(TOWN CLERK)

GENERAL REQUIREMENTS FOR FINAL PLATS

- The Final plat shall be revised to incorporate the changes requested by the DRB and/or administrative officer during the review process.
- The Final plat shall include both of these signature blocks shown above.
- There is a \$15 recording fee per sheet, payable directly to the Town Clerk.
- Given the space restrictions of our vault, please restrict the dimensions of the Mylar for recording to 24" x 18". Larger sheet sizes may not be accepted.

PROCEDURE FOR SUBDIVISIONS AND BOUNDARY LINE ADJUSTMENTS

- In accordance with Section 560 of the Middlebury Zoning and Subdivision Regulations, Subdivisions are reviewed by the DRB and boundary line adjustments may be approved administratively at the discretion of the administrative officer. Contact the planning office for more information on assembling a complete application.
- Subdivisions reviewed by the DRB will receive a written decision within 45 days of the final hearing. Surveyor shall incorporate any final revisions requested by the DRB into the Final Plat, and print on mylar for recording.
- Boundary line adjustments will receive an approved zoning permit issued by the administrative officer. Surveyor shall incorporate any conditions of approval from the administrative officer into the Final Plat, and print on mylar for recording.
- For both Subdivisions and Boundary Line adjustments, the Final plat must be recorded with the Town Clerk **within 180 days of the date of decision.**
- Prior to recording, the Final plat must be signed by the Administrative officer or DRB chair.



Town of Middlebury
Planning and Zoning
77 Main Street, Middlebury
(802) 388-8100 x226