

Town of Hardwick

# Unified Development Bylaw

Public Comment Draft for Hardwick SELECT BOARD Hearing, DATE TO BE DETERMINED

Note: This bylaw draft assumes minimal compliance with National Flood Insurance Program Requirements.

Hardwick Selectboard  
TBD

1	Article 1. Authority & Purpose.....	4
2	Section 1.1    Enactment .....	4
3	Section 1.2    Purpose .....	4
4	Section 1.3    Application & Interpretation .....	5
5	Section 1.4    Adoption & Effective Date.....	5
6	Section 1.5    Severability .....	5
7	Article 2. Zoning Districts .....	6
8	Section 2.1 Establishment of Zoning Districts & Map.....	6
9	Section 2.2    Zoning District Boundary Interpretation .....	6
10	Section 2.3    Application of District Standards .....	7
11	Article 3. General Regulations.....	20
12	Section 3.1    Applicability .....	20
13	Section 3.2    Damaged Structures.....	20
14	Section 3.3    Access & Frontage Requirements .....	20
15	Section 3.4    Conversions & Changes of Use.....	21
16	Section 3.5    Equal Treatment of Housing.....	21
17	Section 3.6    Existing Small Lots .....	22
18	Section 3.7    Height Requirements .....	22
19	Section 3.8    Lot & Yard Requirements.....	23
20	Section 3.9    Nonconforming Structures & Nonconforming Uses .....	24
21	Section 3.10 Discontinued Uses .....	25
22	Section 3.11    Performance Standards .....	25
23	Section 3.12    Protection of Water Resources .....	26
24	Section 3.13 Parking & Loading Requirements .....	28
25	Section 3.14    Sign Regulations.....	29
26	Section 3.15    Steep Slopes & Erosion Control.....	34
27	Section 3.16    Storage of Hazardous Materials .....	35
28	ARTICLE 4. SPECIFIC USE STANDARDS .....	36
29	Section 4.1    Applicability .....	36
30	Section 4.2    Accessory Dwelling.....	36
31	Section 4.3    Adaptive Reuse of an Historic Structure .....	36
32	Section 4.4    Recreational Vehicles [Temporary Shelter] .....	38
33	Section 4.5    Campground .....	39
34	Section 4.6    Day Care Facility [Home Child Care, Day Care].....	40
35	Section 4.7    Residential Care and Group Homes .....	40

1	Section 4.8	Extraction of Earth Resources .....	40
2	Section 4.9	Homes Businesses [Home Occupation, Home Industry] .....	41
3	Section 4.10	Light Industry .....	43
4	Section 4.11	Agricultural and Forest Processing:.....	44
5	Section 4.12	Mixed Use.....	44
6	Section 4.13	Mobile Home Park.....	44
7	Section 4.14	Motor Vehicle Service & Gas Stations.....	45
8	Section 4.15	Protected Public Uses .....	46
9	Section 4.16	Salvage Yard.....	47
10	Section 4.17	Telecommunications Facility .....	48
11	Section 4.18	Temporary Structure or Use .....	54
12	Article 5.	Development Review.....	56
13	Section 5.1	Site Plan Review .....	56
14	Section 5.2	Conditional Use Review .....	56
15	Section 5.3	Flood Hazard Review .....	61
16	Section 5.4	Planned Unit Development.....	68
17	Section 5.5	Local Act 250 Review .....	71
18	Section 5.6	Review Procedures .....	72
19	Article 6.	Subdivision Review .....	73
20	Section 6.1	Applicability .....	73
21	Section 6.2	Minor Subdivision Review .....	74
22	Section 6.3	Major Subdivision Review .....	76
23	Section 6.4	Application of Subdivision Standards .....	78
24	Section 6.5	General Standards [applicable to all Major Subdivision].....	79
25	Section 6.6	Transportation Facilities & Infrastructure .....	81
26	Section 6.7	Facilities & Utilities.....	83
27	Section 6.8	Legal Requirements .....	84
28	Article 7.	Administration & Enforcement .....	86
29	Section 7.1	Permit & Application Requirements .....	86
30	Section 7.2	Exemptions .....	88
31	Section 7.3	Appeals .....	90
32	Section 7.4	Variances .....	90
33	Section 7.5	Violations & Enforcement.....	92
34	Section 7.6	Municipal Administrative Requirements.....	92
35	Article 8.	Definitions .....	96

1 Section 8.1 Terms & Use ..... 96  
2 Section 8.2 Definitions..... 96  
3  
4

---

ARTICLE 1. AUTHORITY & PURPOSE

Section 1.1 Enactment

(A) Unified Development Bylaws (~~UDB~~) for the Town of Hardwick are hereby established in accordance with 24 V.S.A. Chapter 117, hereinafter referred to as “the Act”. The following text and maps which constitute these regulations shall be known and cited as the “Town of Hardwick Unified Development Bylaws.” and shall hereinafter referred to as “the Bylaws” in this document.

(B) In accordance with 10 V.S.A. Chapter 32 and V.S.A Chapter 117, Sections 4424, 4411, and 4414, these bylaws hereby incorporate regulations for areas at risk of flood damage in the Town of Hardwick, Vermont.

Section 1.2 Purpose

(A) The purposes of the Unified Development Bylaws are to:

- encourage the appropriate and efficient use of all lands in the Town of Hardwick in a manner which promotes and protects public health, safety and the general welfare of the community;
- facilitate the adequate and efficient provision of public facilities and services;
- implement the Hardwick Town Plan as most recently amended;
- integrate all administrative and regulatory provisions of zoning, ~~and~~ subdivision, flood hazard, and telecommunication regulations as authorized by the Act [~~§4401 and §4401~~] into a single UDBBylaw;
- further the goals and purposes established in the Act [~~§4302~~];
- avoid and minimize the loss of life and property, the disruption of commerce, the impairment of the tax base, and the extraordinary public expenditures and demands on public services that result from flooding;
- ensure that the selection, design, creation, and use of development is reasonably safe and accomplished in a manner that is consistent with public wellbeing, does not impair floodplain services,
- manage the flood hazard area designated pursuant to 10 V.S.A. Chapter 32 § 753, the municipal hazard mitigation plan; and make the Town of Hardwick, its citizens, and businesses eligible for federal flood insurance, federal disaster recovery funds, and

**Land Development:** A permit is required before commencing any form of land development, which includes construction, reconstruction, demolition, establish, change or extension of a use or structure; land subdivision, excavation, or any other activity not specifically exempted in accordance with Section 7.2 of these bylaws. See Article 8 for definition of “Land Development.”~~The division of a parcel into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure, or of any mining, excavation or landfill, and any change in the use of any building or other structure, or land, or extension of use [§4303(10)].~~

**Land Subdivision:** The division of a parcel into two or more parcels, for the purposes of immediate or future sale, conveyance, or development. The term “subdivision” includes resubdivisions, amended subdivisions, lot line (boundary) adjustments, and the division of land held in common among several owners.

1 hazard mitigation funds as may be available; and

- 2 ■ protect the individual property rights of landowners to the extent consistent with the other
- 3 purposes of these Bylaws as stated above.

4 **Section 1.3 Application & Interpretation**

5 (A) The application of these Bylaws is subject to all provisions of the Act. No land  
6 development or land subdivision shall commence within the Town of Hardwick except in  
7 conformance with the requirements of these Bylaws. Any land development or land  
8 subdivision not specifically authorized under these Bylaws, or otherwise exempted under  
9 Section 6.1 and/or Section 7.2, is prohibited.

10 (B) All uses or structures lawfully in existence as of the effective date of these Bylaws are  
11 allowed to continue indefinitely. Changes, alterations or expansions to pre-existing  
12 structures or uses shall be subject to all applicable requirements of these Bylaws,  
13 including provisions applying to nonconforming uses and/or nonconforming structures  
14 under Section 3.9.

15 (C) These Bylaws ~~is~~are not intended to repeal, annul or in any way to impair any permit  
16 previously adopted or issued, nor shall they in any way impair or remove the necessity of  
17 compliance with any other local, state, or federal laws or regulations.- Where these  
18 Bylaws impose a greater restriction upon the use of a structure or land than is required by  
19 any other statute, ordinance, rule, regulation, permit, easement, or agreement, the  
20 provisions of these Bylaws shall control.

21 (D) In the event of changes to the Act which nullify or supersede a specific provision of these  
22 bylaws, the requirements of the Act, as most recently amended, shall control.

23 **Section 1.4 Adoption & Effective Date**

24 (A) ~~In accordance with the Act [§4442], t~~These Bylaws shall take effect 21 days after the date  
25 of its adoption by the Hardwick Selectboard. Upon the effective date of these Bylaws, the  
26 zoning Bylaws previously in effect (“Hardwick ~~Zoning and Subdivision~~Unified  
27 Development Bylaws,” effective ~~October~~November 24, 2005-30, 2003~~8~~) are deemed  
28 repealed.

29 (B) These Bylaws may be amended or repealed in accordance with the requirements and  
30 procedures established in the Act [§§ 4441, 4442].

31 **Section 1.5 Severability**

32 The provisions of these Bylaws are severable. The invalidity of any provision or application of  
33 these Bylaws shall not invalidate any other part.

1 **ARTICLE 2. ZONING DISTRICTS**

---

2 **Section 2.1 Establishment of Zoning Districts & Map**

3 (A) The Town of Hardwick is hereby divided into the following zoning districts as described  
4 in the accompanying tables (Tables 2.1 - 2.8) and shown on the official zoning map and  
5 associated overlays:

- 6     ▪ Central Business (CB) District
- 7     ▪ Village Neighborhood (VN) District
- 8     ▪ Highway Mixed-Use (HM) District
- 9     ▪ Compact Residential (CR) District
- 10    ▪ Industrial (I) District
- 11    ▪ Rural Residential (RR) District
- 12    ▪ Forest Reserve (FR) District
- 13    ▪ Flood Hazard Overlay (FHO) District

14 (B) The location and boundaries of each zoning district are depicted on the official “Town of  
15 Hardwick Zoning Map” and on the most current flood insurance studies and maps  
16 published by the Department of Homeland Security, Federal Emergency Management  
17 Agency, National Flood Insurance Program maps, which are adopted by reference and  
18 declared to be part of these bylaws. The official zoning map ~~and associated overlays~~ may  
19 only be altered by amendment to these bylaws in accordance with Section 1.4 and the Act  
20 [§§4441, 4442].

21 (C) The official zoning map and overlays shall be located in the Hardwick Town Office, and  
22 shall be identified by the signatures of the Selectboard, as attested to by the Town Clerk.  
23 These maps shall be the final authority as to the zoning status of any lands or waters in  
24 the town.

25 **Section 2.2 Zoning District Boundary Interpretation**

26 (A) Where uncertainty exists as to the location of district boundaries shown on the official  
27 zoning map and overlays, the following rules shall apply:

- 28 (1) Boundaries indicated as following roads, transportation or utility rights-of-way shall  
29 be interpreted to follow the centerlines of such features.
- 30 (2) Boundaries indicated as following rivers or streams shall be interpreted to follow  
31 the channel centerline and shall move with the centerline of such features.
- 32 (3) Boundaries indicated as following shorelines shall be interpreted as the normal  
33 mean water level. In the event of change in the shoreline the boundary shall move  
34 with the shoreline.
- 35 (4) Boundaries indicated as following lot lines shall be interpreted to follow the  
36 delineated property boundary.
- 37 (5) Boundaries indicated as following contour lines shall be interpreted to follow a  
38 constant, specified elevation as measured from mean sea level or other accepted  
39 reference datum.

- 1 (6) Boundaries indicated as following compass headings shall be interpreted to follow  
2 such headings.
- 3 (7) Boundaries indicated as parallel or perpendicular to, or extensions of the above  
4 features, shall be so interpreted on the ground.
- 5 (8) Distances not specifically indicated shall be determined by the scale on the official  
6 zoning map.

7 (B) The abandonment or relocation of a right-of-way or roadway, or the change in a line or  
8 feature which references a district boundary line, after the effective date of these bylaws,  
9 shall not affect the location of the district boundary line except with regard to shorelines,  
10 streams and rivers as specified above.

11 (C) ~~Where available (i.e., in Zones 1–A30, AE and AH), the base flood elevations and~~  
12 ~~floodway limits provided by the National Flood Insurance Program (NFIP) in the Flood~~  
13 ~~Insurance Study and accompanying maps shall be used to administer and enforce the~~  
14 ~~flood hazard area overlay district provisions of these bylaws. In areas where base flood~~  
15 ~~elevations and floodway limits have not been provided by the NFIP (i.e., Zone A), base~~  
16 ~~flood elevations and floodway information available from state or federal agencies or~~  
17 ~~other sources shall be obtained and reasonably used to administer and enforce flood~~  
18 ~~hazard area overlay provisions.~~ Where available, base flood elevations and floodway  
19 limits provided by the National Flood Insurance Program and in the Flood Insurance  
20 Study and accompanying maps shall be used to administer and enforce these regulations.  
21 In Special Flood Hazard Areas where base flood elevations and/or floodway limits have  
22 not been provided by the National Flood Insurance Program in the Flood Insurance Study  
23 and accompanying maps, it is the applicant’s responsibility to develop the necessary data.  
24 Where available, the applicant shall use data provided by FEMA, or State, or Federal  
25 agencies.

26 (D) When the Zoning Administrator cannot definitely determine the location of a district  
27 boundary, the ~~Planning Commission~~Development Review Board~~Development Review~~  
28 ~~Board~~ and/or appropriate state or federal official may be consulted prior to issuing a  
29 determination. A determination by the Zoning Administrator regarding the location of a  
30 district boundary may be appealed to the ~~Board of Adjustment~~Development Review  
31 ~~Board~~ under Section 7.3. If the applicant appeals the determination of the Flood Hazard  
32 Overlay boundary made by the Zoning Administrator, a Letter of Map Amendment from  
33 FEMA shall constitute proof.

34 (E) Where a district boundary divides a lot in single ownership as of the effective date of  
35 these bylaws, or any amendment thereto, the ~~Board of Adjustment~~Development Review  
36 ~~Board~~ may permit, subject to conditional use review under Section 5.2, the extension of  
37 district standards for either portion of the lot up to 30 feet beyond the district line into the  
38 remaining portion of the lot.

39 (F) Where a lot is divided by a town boundary, the standards of these bylaws shall be applied  
40 to that portion of the lot located in the Town of Hardwick in the same manner as if the  
41 entire lot were located in this town.

### 42 **Section 2.3 Application of District Standards**

43 (A) All uses and structures, unless specifically exempted under Section 7.2, must comply  
44 with all prescribed standards for the district in which they are located, as set forth in

1 Tables 2.1-2.8 and as defined in Section 8.2, unless otherwise specified in these bylaws.  
2 The standards for each district shall apply uniformly to each class of use or structure,  
3 unless otherwise specified. Nonconforming uses and noncomplying structures in lawful  
4 existence as of the effective date of these bylaws shall be regulated in accordance with  
5 Section 3.9.

6 (B) Overlay district standards shall be applied concurrently with the standards for underlying  
7 zoning districts. Where overlay districts impose more restrictive standards on the use of  
8 land or a structure, the standards of the overlay district shall apply.

9 (C) Uses for each district are classified as - **“permitted uses”** to be reviewed by the Zoning  
10 Administrator in accordance with Section 7.1, or as **“conditional uses”** to be reviewed  
11 by the ~~Board of Adjustment~~Development Review Board in accordance with Section 5.2.  
12 Both permitted and conditional uses are subject to applicable district requirements and  
13 general standards set forth in Article 3. Variances from the provisions of these bylaws  
14 may be considered only on appeal to the ~~Board of Adjustment~~Development Review  
15 Board, in accordance with Sections 7.3 and 7.4.

16 (D) Within specified zoning districts, the lot size and/or density requirements may vary  
17 depending on the availability of municipal sewer and/or water. For this purpose, the  
18 following lot classifications are established:

19 Class 1 – Served by both municipal water and sewer.

20 Class 2 – Served by either municipal water OR sewer, but not both.

21 Class 3 – Not served by municipal water or sewer.

22 ~~(E) — All uses not specifically allowed under, or exempted from, the provisions of these~~  
23 ~~bylaws, are prohibited.<sup>1</sup>~~

---

<sup>1</sup> This appears to repeat Section 1.3(A)

**TABLE 2.1 CENTRAL BUSINESS DISTRICT (CB)**

**(A) Purpose.** The purpose of the Central Business District is to support a compact mix of commercial, professional, civic and residential uses in Hardwick’s traditional downtown in a manner that maintains and enhances the area’s historic character and economic vitality.

**(B) Permitted Uses:**

1. Accessory ~~Apartment-Dwelling~~ [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Group Home [~~8 or fewer residents~~][see Section 4.7]
5. Home Child Care [see Section 4.6]
6. Home Occupation [see Section 4.84.9]

**(C) Conditional Uses:**

1. Accessory Structure/Use (to a conditional use)
2. Adaptive Reuse [see Section 4.3]
3. Bank/Financial Institution
4. Bed & Breakfast
5. Community Center
6. Cultural Facility
7. Day Care Center [see Section 4.6]
8. Dwelling/Single Family
9. Dwelling/Two Family
10. Dwelling/Multi-Family
11. Funeral Home
12. Gasoline Station [see section 4.124.14]
13. Greenhouse/Nursery
14. Health Clinic
15. Home Industry [see Section 4.84.9]
16. Hotel/Motel
17. Hospital
18. Industry, Light [see Section 4.94.10]
19. Mixed Use [see Section 4.104.12]
20. Motor Vehicle Sales
21. Motor Vehicle Service [see section 4.124.14]
22. Office
23. Residential Care Facility
24. Personal Service
25. Place of Worship
26. Private Club
27. Public Facility [see Section 4.134.15]
28. Recreation [Indoor]
29. Recreation [Outdoor]
30. Restaurant
31. Retail Sales
32. School
33. Telecommunications Facility [see Section 4.154.17]
34. Warehouse/Storage

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	5,000 square feet
Minimum Frontage	50 feet
Minimum Setback/Front	0 feet
Minimum Setback/Side	5 feet
Minimum Setback/Side with signed agreement with neighboring property owner and provision of fire-walls.	0 feet
Minimum Setback/Rear	15 feet
Minimum Setback/Side and Rear for Accessory Structure	5 feet
Maximum Height	35 feet

**TABLE 2.2 VILLAGE NEIGHBORHOOD [VN] DISTRICT**

**(A) Purpose.** The purpose of the Village Neighborhood District is to provide for high density residential development and appropriate non-residential uses in existing neighborhoods located close to Hardwick’s traditional downtown in a manner that maintains historic settlement patterns and streetscapes.

**(B) Permitted Uses:**

1. Accessory ~~Apartment Dwelling~~ [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Agriculture
5. Dwelling/Single Family
6. Dwelling/Two Family
7. Forestry
8. Group Home [~~8 or fewer residents~~see Section 4.7]
9. Home Child Care
10. Home Occupation [see Section ~~4-84.9~~]

**(C) Conditional Uses:**

1. Accessory Structure/Use (to a conditional use)
2. Adaptive Reuse [see Section 4.3]
- ~~2-3.~~ 3. ~~Agricultural and Forest Processing [see Section 4.11]~~
- ~~3-4.~~ 4. Bank/Financial Institution
- ~~4-5.~~ 5. Bed & Breakfast
- ~~5-6.~~ 6. Cemetery
- ~~6-7.~~ 7. Community Center
- ~~7-8.~~ 8. Cultural Facility
- ~~8-9.~~ 9. Day Care Center [see Section 4.6]
- ~~9-10.~~ 10. Dwelling/Multi-Family
- ~~10-11.~~ 11. Funeral Home
- ~~11-12.~~ 12. Greenhouse/Nursery
- ~~12-13.~~ 13. Health Clinic
- ~~13-14.~~ 14. Home Industry [see Section ~~4-84.9~~]
- ~~14-15.~~ 15. Hospital
- ~~15-16.~~ 16. Hotel/Motel
- ~~16-17.~~ 17. Mixed Use [see Section ~~4-104.12~~]
- ~~17-18.~~ 18. Office
- ~~18-19.~~ 19. Residential Care Facility
- ~~19-20.~~ 20. Personal Service
- ~~20-21.~~ 21. Place of Worship
- ~~21-22.~~ 22. Private Club
- ~~22-23.~~ 23. Public Facility
- ~~23-24.~~ 24. Recreation [Indoor]
- ~~24-25.~~ 25. Recreation [Outdoor]
- ~~25-26.~~ 26. School
- ~~26-27.~~ 27. Telecommunications Facility [see Section ~~4.154.17~~]

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	7,500 square feet
Minimum Lot Area per Unit – Class 1	1 per 3,500 square feet
Minimum Lot Area per Unit – Class 2	1 per 7,500 square feet
Minimum Lot Area per Unit – Class 3	1 per 7,500 square feet
Minimum Frontage	70 feet
Minimum Setback/Front	10 feet
Minimum Setback/Side	10 feet
Minimum Setback/Rear	15 feet
Minimum Setback/Side and Rear for Accessory Structure	5 feet
Maximum Height	35 feet

**TABLE 2.3 HIGHWAY MIXED-USE [HM] DISTRICT**

**(A) Purpose.** The purpose of the Highway Mixed-Use District is to allow automobile-oriented businesses and other compatible uses along major travel corridors contiguous to the historic village centers, while maintaining safe and efficient traffic flow.

**Permitted Uses:**

1. Accessory ~~Apartment Dwelling~~ [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Agriculture
5. Dwelling/Single Family
6. Dwelling/Two Family
7. Forestry
8. Group Home [8 or fewer residents]
9. Home Child Care [see Section 4.6]
10. Home Occupation [see Section ~~4-84.9~~]

**(C) Conditional Uses:**

- ~~1.~~ Accessory Structure/Use (to a conditional use)
- ~~1-2.~~ Agricultural and Forest Processing [see Section ~~4.11~~]
- ~~2-3.~~ Bank/Financial Institution
- ~~3-4.~~ Bed & Breakfast
- ~~4-5.~~ Cemetery
- ~~5-6.~~ Community Center
- ~~6-7.~~ Cultural Facility
- ~~7-8.~~ Day Care Center [see Section 4.6]
- ~~8-9.~~ Dwelling/Multi-Family
- ~~9-10.~~ Extraction of Earth Resources
- ~~10-11.~~ Funeral Home
- ~~11-12.~~ Gasoline Station [see section ~~4-124.14~~]
- ~~12-13.~~ Greenhouse/Nursery
- ~~13-14.~~ Health Clinic
- ~~14-15.~~ Home Industry [see Section ~~4-84.9~~]
- ~~15-16.~~ Hotel/Motel
- ~~16-17.~~ Industry [Light]
- ~~17-18.~~ Mixed Use [see Section 4.10]
- ~~18-19.~~ Mobile Home Park [see section ~~4-114.13~~]
- ~~19-20.~~ Motor Vehicle Sales
- ~~20-21.~~ Motor Vehicle Service [see section ~~4-124.13~~]
- ~~21-22.~~ Office
- ~~22-23.~~ Residential Care Facility
- ~~23-24.~~ Personal Service
- ~~24-25.~~ Place of Worship
- ~~25-26.~~ Private Club
- ~~26-27.~~ Public Facility
- ~~27-28.~~ Recreation [Indoor]
- ~~28-29.~~ Recreation [Outdoor]
- ~~29-30.~~ Restaurant
- ~~30-31.~~ Retail Sales
- ~~31-32.~~ Sawmill
- ~~32-33.~~ School
- ~~33-34.~~ Telecommunications Facility [see Sec. ~~4-154.17~~]
- ~~34-35.~~ Veterinary Clinic
- ~~35-36.~~ Warehouse/Storage

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	20,000 square feet
Minimum Lot Area per Unit – Class 1	1 per 5,000 square feet
Minimum Lot Area per Unit – Class 2 & 3	1 per 10,000 square feet
Minimum Frontage	100 feet
Minimum Setback/Front	20 feet
Minimum Setback/Side	20 feet
Minimum Setback/Rear	20 feet
Minimum Setback/Side and Rear for Accessory Structure	20 feet

Maximum Height	35 feet
----------------	---------

**TABLE 2.4 COMPACT RESIDENTIAL [CR] DISTRICT**

**(A) Purpose.** The purpose of the Compact Residential District is to provide for moderate to high density residential development, and appropriate non-residential uses, in predominately built-up areas within and surrounding the town’s traditional village centers.

**(B) Permitted Uses:**

1. Accessory ~~Apartment-Dwelling~~ [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Agriculture
5. Dwelling/Single Family
6. Dwelling/Two Family
7. Forestry
8. Group Home [~~8 or fewer residents~~see Section 4.7]
9. Home Child Care [see Section 4.6]
10. Home Occupation [see Section ~~4.84.9~~]

**(C) Conditional Uses:**

1. Accessory Structure/Use (to a conditional use)
- ~~2.~~ Adaptive Reuse [see Section 4.3]
- ~~2-3.~~ Agricultural and Forest Processing [see Section ~~4.11~~]
- ~~3-4.~~ Bank/Financial Institution
- ~~4-5.~~ Bed & Breakfast
- ~~5-6.~~ Campground
- ~~6-7.~~ Cemetery
- ~~7-8.~~ Community Center
- ~~8-9.~~ Cultural Facility
- ~~9-10.~~ Day Care Center [see Section 4.6]
- ~~10-11.~~ Dwelling/Multi-Family
- ~~11-12.~~ Extraction of Earth Resources [see Sec. ~~4-74.8~~]
- ~~12-13.~~ Funeral Home
- ~~13-14.~~ Greenhouse/Nursery
- ~~14-15.~~ Health Clinic
- ~~15-16.~~ Home Industry
- ~~16-17.~~ Mixed Use [see Section 4.12]
- ~~17-18.~~ Mobile Home Park [see Section ~~4-114.13~~]
- ~~18-19.~~ Office
- ~~19-20.~~ Residential Care Facility
- ~~20-21.~~ Personal Service
- ~~21-22.~~ Place of Worship
- ~~22-23.~~ Private Club
- ~~23-24.~~ Public Facility [see Section ~~4-134.15~~]
- ~~24-25.~~ Recreation [Indoor]
- ~~25-26.~~ Recreation [Outdoor]
- ~~26-27.~~ School
- ~~27-28.~~ Telecommunications Facility [see Sec. ~~4-154.17~~]
- ~~28-29.~~ Veterinary Clinic
- ~~29-30.~~ Warehouse/Storage

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size – Class 1	10,000 square feet
Minimum Lot Size – Class 2	20,000 square feet
Minimum Lot Size – Class 3	30,000 square feet
Minimum Frontage – Class 1	70 feet
Minimum Frontage – Class 2	100 feet
Minimum Frontage – Class 3	150 feet
Minimum Setback/Front	15 feet
Minimum Setback/Side	20 feet
Minimum Setback/Rear	20 feet
Minimum Setback/Side and Rear for Accessory Structure	10 feet
Maximum Height	35 feet

**TABLE 2.5 INDUSTRIAL [I] DISTRICT**

**(A) Purpose.** The purpose of the Industrial District is to encourage a variety of industrial, manufacturing and appropriate commercial uses, while protecting such uses from incompatible residential uses, in locations served by municipal water and sewer and good highway access.

**(B) Conditional Uses:**

- 1. Accessory Structure/Use (to a conditional use)
- ~~1-2.~~ **Agricultural and Forest Processing** [see Section 4.11]
- ~~2-3.~~ Caretakers Apartment [see Section 4.2]
- ~~3-4.~~ Contractor’s Yard
- ~~4-5.~~ Day Care Center [see Section 4.6]
- ~~5-6.~~ Extraction of Earth Resources [see Section 4.8]
- ~~6-7.~~ Hazardous Waste Facility [see Section 4.134.15]
- ~~7-8.~~ Industry [Light] [see Section 4.94.10]
- ~~8-9.~~ Industry [Heavy]
- ~~9-10.~~ Motor Vehicle Service [see Section 4.124.14]
- ~~10-11.~~ Public Facility [see Section 4.15]
- ~~11-12.~~ Salvage Yard [see Section 4.144.16]
- ~~12-13.~~ Sawmill
- ~~13-14.~~ Telecommunications Facility [see Section 4.154.17]
- ~~14-15.~~ Transfer Station [see Section 4.15]
- ~~15-16.~~ Warehouse/Storage

**(C) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	20,000 square feet
Minimum Frontage	100 feet
Minimum Setback/Front	20 feet
Minimum Setback/Side	20 feet
Minimum Setback/Rear	20 feet
Minimum Setback/District Boundary	20 feet
Maximum Height	35 feet

**TABLE 2.6 RURAL RESIDENTIAL [RR] DISTRICT**

**(A) Purpose.** The purpose of Rural Residential District is to promote agriculture, forestry and low to moderate density residential development in areas well served by public roads but lacking municipal water and sewer. To ensure the protection of environmental resources and maintain open space, the clustering of new development is strongly encouraged.

**(B) Permitted Uses:**

1. Accessory Apartment [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Agriculture
5. Dwelling/Single Family
6. Forestry
7. Group Home [~~8 or fewer residents~~see Section 4.7]
8. Home Child Care [see Section 4.6]
9. Home Occupation [see Section ~~4.84.9~~]

**(C) Conditional Uses:**

1. Accessory Structure/Use (to a conditional use)
- ~~2.~~ Adaptive Reuse [see Section 4.3]
- ~~2-3.~~ Agricultural and Forest Processing [see Section 4.11]
- ~~3-4.~~ Bed & Breakfast
- ~~4-5.~~ Campground
- ~~5-6.~~ Cemetery
- ~~6-7.~~ Contractors Yard
- ~~7-8.~~ Cultural Facility
- ~~8-9.~~ Day Care Center [see Section 4.6]
- ~~9-10.~~ Dwelling/Multi-Family [only in ~~PRDPUD~~ under Section 5.4]
- ~~10-11.~~ Dwelling/Two Family
- ~~11-12.~~ Extraction of Earth Resources [see Sec. ~~4-74.8~~]
- ~~12-13.~~ Greenhouse/Nursery
- ~~13-14.~~ Health Clinic
- ~~14-15.~~ Home Industry [see Section ~~4.84.9~~]
- ~~15-16.~~ Kennel
- ~~16-17.~~ Landfill [see Section ~~4.134.15~~]
- ~~17-18.~~ Mobile Home Park [see Section ~~4.114.13~~]
- ~~18-19.~~ Residential Care Facility
- ~~19-20.~~ Place of Worship [see Section 4.15]
- ~~20-21.~~ Public Facility [see Section 4.15]
- ~~21-22.~~ Recreation [Outdoor]
- ~~22-23.~~ Retreat Center
- ~~23-24.~~ Sawmill
- ~~24-25.~~ School [see Section 4.15]
- ~~25-26.~~ Transfer Station [see Section 4.15]
- ~~26-27.~~ Telecommunications Facility [see Section ~~4.154.17~~]
- ~~27-28.~~ Veterinary Clinic
- ~~28-29.~~ Warehouse/Storage

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	3 acres
Minimum Area per Unit	1 per 3 acres
Minimum Frontage	200 feet
Minimum Setback/Front	35 feet
Minimum Setback/Side	50 feet
Minimum Setback/Rear	50 feet
Minimum Setback/Side & Rear for Accessory Structure	20 feet
Maximum Height	35 feet

**TABLE 2.7 FOREST RESERVE [FR] DISTRICT**

**(A) Purpose.** The purpose of the Forest Reserve is to protect significant forest resources and limit development to low densities in areas with steep slopes, shallow soils, unique or fragile resources, significant wildlife habitat, and poor access to town roads and community facilities and services.

**(B) Permitted Uses:**

1. Accessory ~~Apartment-Dwelling~~ [see Section 4.2]
2. Accessory Structure/Use (to a permitted use)
3. Accessory Structure less than or equal to 500 sq. ft. (to a conditional use)
4. Agriculture
5. Seasonal Camp
6. Forestry
7. Group Home [~~8 or fewer residents~~see Section 4.7]
8. Home Child Care [see Section 4.6]
9. Home Occupation [see Section ~~4.84.9~~]

**(C) Conditional Uses:**

- ~~1.~~ Accessory Structure/Use (to a conditional use)
- ~~1-2.~~ Agricultural and Forest Processing [see Section ~~4.11~~]
- ~~2-3.~~ Bed & Breakfast
- ~~3-4.~~ Campground
- ~~4-5.~~ Dwelling/Single Family
- ~~5-6.~~ Extraction of Earth Resources [see Section ~~4.74.8~~]
- ~~6-7.~~ Greenhouse/Nursery
- ~~7-8.~~ Health Clinic
- ~~8-9.~~ Kennel
- ~~9-10.~~ Public Facility [see Section 4.15]
- ~~10-11.~~ Recreation [Outdoor]
- ~~11-12.~~ Retreat
- ~~12-13.~~ Telecommunications Facility [see Section ~~4.154.17~~]

**(D) Dimensional Standards (unless otherwise specified for a particular use):**

Minimum Lot Size	25 acres
Minimum Area per Unit	1 per 25 acres
Minimum Frontage	300 feet
Minimum Setback/Front	50 feet
Minimum Setback/Side	50 feet
Minimum Setback/Rear	50 feet
Minimum Setback/Side & Rear for Accessory Structures	20 feet
Maximum Height	35 feet

**TABLE 2.8 FLOOD HAZARD AREA OVERLAY [FHO] DISTRICT**

**(A) Purposes<sup>2</sup>.** The purposes of the Flood Hazard Area Overlay are to 1) avoid and minimize the loss of life and property, the disruption of commerce, the impairment of the tax base, and the extraordinary public expenditures and demands on public services that result from flooding; 2) ensure that the selection, design, creation, and use of development is reasonably safe and accomplished in a manner that is consistent with public wellbeing, does not impair floodplain services, and 3) manage the flood hazard area designated pursuant to 10 V.S.A. Chapter 32 § 753, the municipal hazard mitigation plan; and make the Town of Hardwick, its citizens, and businesses eligible for federal flood insurance, federal disaster recovery funds, and hazard mitigation funds as may be available; The purpose of the Flood Hazard Area Overlay District is to (1) protect public health, safety, and welfare by preventing or minimizing hazards to life and property due to flooding, and (2) to ensure that private property owners within designated flood hazard areas are eligible for flood insurance under the National Flood Insurance Program (NFIP).

<p><b><del>(B) Permitted Uses:</del></b></p> <ol style="list-style-type: none"> <li><del>1. Agriculture</del></li> <li><del>2. Home Child Care [see Section 4.6]*</del></li> <li><del>3. Forestry</del></li> <li><del>4. Home Occupation [see Section 4.6]*</del></li> <li><del>5. Group Home [8 or fewer residents]*</del></li> </ol>	<p><b><del>(C) Conditional Use:</del></b></p> <p><del>All other uses allowed within the underlying zoning district, except for contractor's yards, salvage yards, and solid and hazardous waste management facilities, which are specifically excluded from this district.</del></p>
--	--

\* within an existing single family dwelling.

<b><u>(B) Permitted Uses</u></b>	<b><u>(C) Conditional Use</u></b>	<b><u>(D) Prohibited Uses</u></b>	<b><u>(E) Exempted</u></b>
<ol style="list-style-type: none"> <li><u>1. Accessory structures (of 500 square feet or less, outside of floodway)</u></li> <li><u>2. Building utilities</u></li> <li><u>3. New or replacement storage tanks for existing structures</u></li> <li><u>4. Non-substantial improvements to existing structures (outside of floodway)</u></li> <li><u>5. Parking, at grade (outside of floodway)</u></li> <li><u>6. Recreational vehicles (parking of)</u></li> <li><u>7. Replacement of water supply or septic systems</u></li> </ol>	<ol style="list-style-type: none"> <li><u>1. Accessory structures larger than 500 square feet</u></li> <li><u>1-2. All other new structures, (including accessory dwelling units)</u></li> <li><u>3. Bridges and culverts</u></li> <li><u>4. Channel management Fill (to elevate new and existing structures)</u></li> <li><u>5. Grading, excavation or the creation of a pond</u></li> <li><u>6. Non-substantial improvements to existing structures (in floodway)</u></li> <li><u>7. Parking, at grade (in floodway)</u></li> <li><u>8. Public utilities</u></li> <li><u>2-9. Road improvements</u></li> <li><u>10. Substantial improvements to existing structures</u></li> </ol>	<ol style="list-style-type: none"> <li><u>Accessory structures in floodway</u></li> <li><u>Caretaker's apartments</u></li> <li><u>Critical facilities</u></li> <li><u>Fill (for any purpose other than elevating structures)</u></li> <li><u>Salvage Yards</u></li> <li><u>Storage</u></li> </ol>	<ol style="list-style-type: none"> <li><u>Agriculture**</u></li> <li><u>Forestry**</u></li> <li><u>Open space</u></li> <li><u>Removal of a structure (in whole or in part)</u></li> <li><u>Road maintenance</u></li> </ol>

<sup>2</sup> The purposes are already cited in Article 1, but it doesn't hurt to put them here as well.

1 \*\*Forestry activities conducted in accordance with the Vermont Department of Forests and Parks Acceptable  
2 Management Practices; and agriculture activities conducted in accordance with the Vermont Agency of Agriculture  
3 Food & Markets Required Agricultural Practices

4  
5 **(DF) Dimensional Standards** (unless otherwise specified for a particular use):

6 As required for the underlying zoning district<sup>3</sup>, Subject to conditional use approval by the Development Review  
7 Board, a waiver may be granted to dimensional standards in the underlying district in order to locate development  
8 outside of flood hazard prone areas. Such a waiver shall represent the minimum deviation from dimensional  
9 standards in order to locate development away from flood prone areas and shall not encroach into public and  
10 private rights of way or required replacement fields or separation distances to accommodate on-site potable water  
11 and waste water systems.

12  
13 **(EF) District-Development Standards [See section 5.3]**

- 14 1. ~~Where the standards of this overlay district differ from underlying district standards, the more restrictive~~  
15 ~~shall apply.~~
- 16 2. ~~Uses permitted within the Flood Hazard Area Overlay include agriculture and forestry, undeveloped open~~  
17 ~~space, and those uses generally allowed within existing single family dwellings which do not require~~  
18 ~~structural alterations (i.e., home child care and home occupations). All other uses and structures,~~  
19 ~~including but not limited to new or expanded single family dwellings, additions and accessory structures,~~  
20 ~~are subject to review under Section 5.3, as well as all other applicable municipal and state regulations. A~~  
21 ~~“permitted” use in the underlying zoning district will be reviewed only in accordance with the standards~~  
22 ~~set forth in Section 5.3, and not other conditional use standards under Section 5.2.~~
- 23 3. ~~Mandatory state [54424] and federal [44 CFR 60.3 and 60.6] requirements for continued eligibility in the~~  
24 ~~National Flood Insurance Program, including but not limited to associated structural standards,~~

---

<sup>3</sup> [I don't think that this provision is necessary UNLESS you are going to waive them for the sake of public safety.  
Please see the above example.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13

~~definitions, administrative and variance requirements, are hereby adopted by reference and shall be applied to all development in this district. Accordingly:~~

- ~~a.—Applications for development within the Flood Hazard Area Overlay District must include information required under Section 5.3, and are subject to state and federal agency referral requirements under Sections.~~
- ~~b.—Development in the Flood Hazard Area Overlay District shall be subject to flood hazard area review standards under Section 5.3, in addition to applicable requirements of the underlying zoning district.~~
- ~~c.—Requests for variances for development within the Flood Hazard Area Overlay District must meet the requirements of Section 7.4 in addition to variance requirements under Section 7.4(C).~~
- ~~d.—Permits, certifications and variance actions for development within the Flood Hazard Area Overlay District shall be recorded by the Zoning Administrator in accordance with Section 7.6.~~

1 **ARTICLE 3. GENERAL REGULATIONS**

---

2 **Section 3.1 Applicability**

3 The following general standards, including provisions required under the Act [§4412, §4413],  
4 apply to all uses and structures as specified within the Town of Hardwick.

5 **Section 3.2 Damaged Structures**

6 (A) No zoning permit is required for the stabilization of damaged structures located outside  
7 of the Flood Hazard Overlay District to prevent hazards to public health or safety, or to  
8 adjoining properties, structures or uses (e.g., fire, collapse, squatting); nor for the timely  
9 repair or reconstruction of damaged structures to the extent of their prior condition and  
10 use, provided such stabilization, repair or reconstruction occurs within 12 months of the  
11 date the structure is damaged. Reconstruction that results in changes in density,  
12 dimension or use under applicable provisions of these regulations shall require a zoning  
13 permit issued in accordance with Section 7.1.

14 (B) If an owner has not stabilized, repaired or reconstructed a structure that has been  
15 demolished, destroyed, or substantially damaged within 12 months of the date of damage  
16 or demolition, and the structure is determined by the Town Health Officer to present a  
17 hazard to public health and safety, the owner shall remove all materials from the site,  
18 restore the site to a normal grade, and establish ground cover sufficient to prevent  
19 erosion.

20 (3) The repair or reconstruction of damaged structures located in the Flood Hazard Overlay  
21 District shall be subject to the provisions of Section 5.3 of these Bylaws.

22 **Section 3.3 Access & Frontage Requirements**

23 (A) ~~In accordance with the Act [§4412(3)], n~~No land development may be permitted on lots  
24 which do not have either frontage on a public or private road or public waters or, with the  
25 approval of the ~~Planning Commission~~Development Review Board~~Development Review~~  
26 Board, access to such a road or waters by a permanent easement, right-of-way or fee-  
27 simple ownership at least 50 feet in width and fully located outside of the Flood Hazard  
28 Overlay District<sup>4</sup>. In granting approval under this Section, the ~~Commission~~Development  
29 Review Board shall consider the intended use and shall ensure the proposed access does  
30 not pose a hazard to traffic and pedestrian safety.

31 (B) The approval of access to a non-frontage lot shall be done in Site Plan Review as  
32 provided in Section 5.1 unless the proposed development is subject to other development  
33 review processes such as Conditional Use Review, Planned Unit Development, or  
34 Subdivision Review. In that case, the review and approval of access shall be incorporated  
35 into the appropriate development review process.

36 (B) Access onto public roads is subject to the approval of the Hardwick Selectboard, and for  
37 state highways, the Vermont Agency of Transportation. As a condition of access  
38 approval, compliance with all municipal land use regulations is required. Access permits  
39 must be obtained prior to the issuance of a zoning permit.

40 (C) With the exception of parcels in agricultural or forestry use, no lot created after the  
41 effective date of these bylaws shall be served by more than one (1) access or driveway

---

<sup>4</sup> Not necessarily required as per the NFIP, but a very good idea!

1 unless otherwise approved under conditional use review in accordance with Section 5.2.  
2 The consolidation of existing accesses and/or shared access between adjoining lots is  
3 encouraged and may be required as a condition of such approval. Access widths shall be  
4 limited to that approved, and not extend along the length of road frontage.

- 5 (D) No driveway intersection with a public road shall be located within seventy-five (75) feet  
6 of a street line intersection.

### 7 **Section 3.4 Conversions & Changes of Use**

- 8 (A) Conversions or changes in the use of land, existing buildings, or other structures are  
9 subject to the following:

10 (1) The proposed use shall be subject to all the requirements of these **Bylaws** pertaining to  
11 such use, including but not limited to any district, general or specific requirements, as  
12 well as all other municipal regulations currently in effect.

13 (2) An accessory structure such as a garage or barn may be converted to a principal use  
14 allowed within the district in which it is located only if the structure is located on a  
15 separate lot which conforms to lot size, setback, parking and other requirements  
16 applicable to the proposed use, independent of the principal use or structure on the lot  
17 (see Section 3.8). Such a conversion requires a zoning permit issued by the Zoning  
18 Administrator in accordance with Section 7.1.

19 (3) A conversion or change of use from one permitted use to another permitted use which  
20 involves the creation of new floor space or outdoor storage space, requires additional on-  
21 site parking, or has different minimum lot size or dimensional requirements, will require  
22 a zoning permit issued by the Zoning Administrator under Section 7.1.

23 (4) A conversion or change from a permitted use to a conditional use, or from a conditional  
24 use to a different conditional use, shall be approved by the **Board of**  
25 **Adjustment/Development Review Board** subject to conditional use review under Section  
26 5.2. Such a change of use shall constitute the discontinuance of a previously approved  
27 conditional use unless the Board specifically authorizes the continuation of the prior use  
28 as part of its approval under Section 5.2. A landowner may not reconvene the  
29 discontinued use without Board approval.

30 (5) A conversion or change of use involving a non-conforming use and/or Nonconforming  
31 structure is also subject to review under Section 3.9.

### 32 **Section 3.5 Equal Treatment of Housing**

33 ~~(A) — In accordance with the Act [§4412(1)]:~~

34 (A) No provision of these regulations shall have the effect of excluding mobile homes,  
35 modular housing or other forms of prefabricated housing from the Town of Hardwick  
36 except under the same terms and conditions as conventional housing is excluded. A  
37 mobile home shall be considered single family dwelling, and must meet the zoning  
38 requirements for such dwelling, except when located in an approved mobile home park  
39 (see Section 4.113) or sales establishment, or allowed as a temporary structure (see  
40 Section 4.1618).

41 **(B)** No provision of these regulations shall be construed to prevent the establishment of a  
42 mobile home park pursuant to state statute [10 V.S.A., Chapter 153] and local standards  
43 within designated zoning districts (see Article 2).

1 (C) No provision of these regulations shall have the effect of excluding for review, ~~as a~~  
2 ~~conditional use~~, one dwelling unit constructed within or attached to a primary ~~owner-~~  
3 ~~occupied~~ single family residence located in a district in which single family residences  
4 are a permitted or conditional use, if the accessory unit meets statutory requirements  
5 [§4412(1)] and is located outside of flood hazard areas as defined in Section 5.3.  
6 Accessory dwellings are provided for under these regulations in accordance with the  
7 requirements of the Act (see Section 4.2).

### 8 **Section 3.6 Existing Small Lots**

9 (A) ~~In accordance with the Act [§4412(2)], a~~Any lot in individual and non-affiliated  
10 ownership from surrounding properties legally in existence on the effective date of these  
11 regulations may be developed for the purposes permitted in the district in which it is  
12 located, if such lot is at least one-eighth (c) of an acre in area with a minimum width or  
13 depth of forty (40) feet. Development of the existing lot shall be subject to all other  
14 applicable requirements.

15 (B) Existing small lots in affiliated or common ownership or such lots which subsequently  
16 come under common ownership with one or more contiguous lots, shall be deemed  
17 merged with the contiguous lots for the purpose of these regulations. However, such lots  
18 shall not be deemed merged, and may be separately conveyed, if in accordance with the  
19 Act all of the following requirements are met:

- 20 (1) the lots are conveyed in their pre-existing, nonconforming configuration; and
- 21 (2) each lot had been developed with a water supply and wastewater disposal system;  
22 and
- 23 (3) at the time of transfer, each water supply and wastewater system is functioning in  
24 an acceptable manner; and,
- 25 (4) the deeds of conveyance create appropriate easements on both lots for replacement  
26 of one or more wastewater systems in case a wastewater system fails, pursuant to  
27 the Act [§4412(2)].

### 28 **Section 3.7 Height Requirements**

29 (A) The maximum height of structures in all districts shall not exceed the district maximum,  
30 except as permitted under Subsection (B), or for the following which are specifically  
31 exempted from the height requirements of these bylaws:

- 32 (1) agricultural structures in accordance with the Act [§4413(D)];
- 33 (2) steeples, spires, belfries, bell and clock towers;
- 34 (3) accessory structures associated with residential use which are less than fifty (50)  
35 feet in height above the lowest grade at ground level at the base of the structure,  
36 including antenna structures, wind turbines with blades less than 20 feet in  
37 diameter, or rooftop solar collectors less than 10 feet high, any of which are  
38 mounted on complying structures.

39 (B) The ~~Board of Adjustment~~Development Review Board may permit structures in excess of  
40 the district standard subject to conditional use review under Section 5.2, upon finding  
41 that:

- 42 (1) the structure does not constitute a hazard to public safety, or to adjoining properties;

- 1 (2) that portion of the structure above the district maximum height shall remain
- 2 unoccupied except for normal maintenance;
- 3 (3) the structure is not to be used for advertising purposes;
- 4 (4) lighting, if deemed necessary by the Board in accordance with state and federal
- 5 regulations, shall be restricted to the minimum required for security and safe
- 6 operation; and,
- 7 (5) the proposed building height and scale are consistent with the character of the
- 8 immediate surroundings.

- 9 (C) Notwithstanding these requirements, or the district maximum height standards,
- 10 telecommunications facilities shall meet the standards set forth in Section 4.15, including
- 11 those standards which relate to maximum height.

12 **Section 3.8 Lot & Yard Requirements**

- 13 (A) Only a single principal use or structure may be located on a single lot, unless permitted
- 14 within the specific district as:

- 15 (1) an accessory use to a principal use (e.g., a home occupation, home child care);
- 16 (2) a mixed use (see Section 4.10);
- 17 (3) agricultural and forestry uses;
- 18 (4) the adaptive reuse of a historic structure in accordance with Section 4.3; or
- 19 (5) as otherwise approved by the ~~Planning Commission~~Development Review
- 20 Board~~Development Review Board~~ as part of a Planned Residential Unit
- 21 Development (~~PRDPUD~~<sup>5</sup>) in accordance with Section 5.4.

- 22 (B) Notwithstanding subsection 3.8(A), above, the Zoning Administrator may permit two
- 23 single family dwellings on a single parcel under Section 7.1 provided:

- 24 (1) the parcel meets all applicable lot size, density and dimensional standards for the
- 25 district in which the parcel is located;
- 26 (2) the dwellings are set back from one another a minimum of twice the side yard
- 27 setback distance for the district in which they are located; and
- 28 (3) the Zoning Administrator determines that if the parcel were subdivided into two
- 29 parcels each would meet all requirements for a conforming use and complying
- 30 structure under these bylaws.

- 31 (C) An accessory structure or use must conform to all lot setback, coverage and other
- 32 dimensional requirements for the district in which it is located, unless otherwise
- 33 exempted under Section 7.2.

- 34 (D) No lot shall be so reduced in area that it cannot conform to area, setback, frontage, coverage and
- 35 other dimensional requirements as prescribed in these regulations, except as approved by the
- 36 ~~Planning Commission~~Development Review Board~~Development Review Board~~ for PRDs-PUDs
- 37 in accordance with Section 5.4.

- 38 (E) Any interior lot which does not have frontage on a public or private road or public waters
- 39 shall meet minimum setback requirements equal to the front yard setback distance for the

---

<sup>5</sup> These are really called Planned UNIT Developments, even if they only contain residential uses.

1 district in which it is located from all adjacent property boundaries.

- 2 (F) Any yard adjoining a street shall be considered a front yard. A corner lot shall be  
3 considered to have only front and side yards.

4 **Section 3.9 Nonconforming Structures & Nonconforming Uses**

- 5 (A) Nonconforming Structures. Any pre-existing structure or part thereof which does not  
6 conform to the provisions of these regulations concerning density, setbacks, height, lot  
7 size or other dimensional standard, or which does not meet other applicable requirements  
8 of these regulations, shall be deemed a Nonconforming structure. ~~In accordance with the~~  
9 ~~Act [§4412(7)], Nonconforming structures legally in existence on the effective date of~~  
10 ~~these regulations including a structure improperly authorized as a result of error by the~~  
11 ~~administrative officer~~ may be allowed to continue indefinitely, but shall be subject to the  
12 following provisions. A Nonconforming structure:

- 13 (1) may undergo normal repair and maintenance provided that such action does not  
14 increase the degree of nonconformity (see definition of degree of nonconformity in  
15 Article ~~108.2~~);
- 16 (2) may be restored or reconstructed after damage from any cause, in accordance with  
17 Section 3.2, provided the structure is located outside of the Flood Hazard Overlay  
18 District, and provided that the reconstruction does not increase the degree of  
19 nonconformity which existed prior to the damage;
- 20 (3) may be structurally enlarged, expanded or moved, upon approval of the Zoning  
21 Administrator, provided the enlargement, expansion or relocation does not increase  
22 the degree of nonconformity;
- 23 (4) may, subject to conditional use review under Section 5.2, undergo alteration or  
24 expansion which would increase the degree of nonconformity solely for the purpose  
25 of meeting mandated state or federal environmental, safety, health or energy  
26 regulations (e.g., handicap access ramp in accordance with ADA standards).

- 27 (B) Nonconforming Uses. Any use of land or a structure which does not conform to the uses  
28 allowed for the zoning district in which it is located shall be deemed a nonconforming  
29 use. ~~In accordance with the Act [§4412(4)], n~~Nonconforming uses ~~which legally exist on~~  
30 ~~the effective date of these regulations including a use improperly authorized as a result of~~  
31 ~~error by the administrative officer~~ may be continued indefinitely, but shall be subject to  
32 the following provisions. A nonconforming use:

- 33 (1) shall not be re-established or continued following abandonment or discontinuance  
34 resulting from structural damage from any cause, unless the nonconforming use is  
35 carried on uninterrupted in the undamaged part of the structure, or the use is  
36 reinstated within one year of such damage; or if the use is in a structure deemed  
37 eligible for Adaptive reuse in accordance with Section 4.3;
- 38 (2) shall not be re-established if such use has been changed to, or replaced by, a  
39 conforming use, or if such use has been discontinued for a period of 12 months,  
40 regardless of the intent to re-establish such prior use;
- 41 (3) shall not be changed to another non-conforming use without the approval of the  
42 Board of Adjustment/Development Review Board in accordance with Section 5.2,  
43 and then only to a use which, in the opinion of the Board, is of the same or a more

1 restricted nature;

- 2 (4) shall not be moved, enlarged, or increased by any means whatsoever, except with  
3 the approval of the ~~Board of Adjustment~~Development Review Board subject to  
4 conditional use review under Section 5.2. In no case shall a nonconforming use be  
5 moved to a different lot within the same district in which it is located.

6 **Section 3.10 Abandoned and Discontinued Uses**

7 (A) A structure or use shall be considered abandoned discontinued when the owner or lessee  
8 has relinquished the property or has ceased to use the property without any intention of  
9 transferring rights to the property to another owner or lessee, or without any intention of  
10 resuming use of the property for a consecutive period of five years.

11 (B) Notwithstanding (A) above, the owner or lessee of a ~~vacated~~discontinue use or structure  
12 may apply for a one-year extension from the Zoning Administrator, provided the  
13 extension request is made prior to the two-year date.

14 **Section 3.11 Performance Standards <sup>6</sup>**

15 (A) ~~In accordance with the Act [§4414(5)],~~ †The following performance standards must be  
16 met and maintained for all uses in all districts, except for agriculture and forestry, as  
17 measured at the property line. In determining ongoing compliance, the burden of proof  
18 shall fall on the applicant, property owner, and/or all successors and assigns; in the case  
19 of appeals to the Zoning Administrator alleging a violation of one or more of the  
20 following standards, the burden of proof shall rest with the appellant. No use, under  
21 normal conditions, shall cause, create or result in:

22 (1) **regularly occurring noise, which:**

23 i. represents a significant increase in noise levels in the vicinity of the use so as to  
24 be incompatible with the surrounding area; or

25 ii. in excess of 65 decibels, or 70 decibels within the Industrial District,~~or which~~  
26 otherwise, represents a significant increase in noise levels in the vicinity of the  
27 use so as to be incompatible with the surrounding area;

28 (2) **releases of heat, cold, moisture, mist, fog** or condensation which are detrimental  
29 to neighboring properties and uses, or the public health, safety, and welfare;

30 (3) **any electromagnetic disturbances or electronic transmissions or signals** which  
31 will repeatedly and substantially interfere with the reception of radio, television, or  
32 other electronic signals, or which are otherwise detrimental to public health, safety  
33 and welfare (except from telecommunications facilities which are specifically  
34 licensed and regulated through the Federal Communications Commission);

35 (4) **glare, lumen, light or reflection** which constitutes a nuisance to other property  
36 owners or tenants, which impairs the vision of motor vehicle operators, or which is  
37 otherwise detrimental to public health safety and welfare;

38 (5) **liquid or solid waste or refuse** in excess of available capacities for proper disposal  
39 which cannot be disposed of by available existing methods without undue burden to  
40 municipal or public disposal facilities; which pollute surface or ground waters; or

---

<sup>6</sup> Sections 3.11 and 3.12 were moved in order to retain numbering.

1 which is otherwise detrimental to public health, safety and welfare;

2 (6) **undue fire, safety, explosive, radioactive emission or other hazard** which  
3 endangers the public, public facilities, or neighboring properties; or which results in  
4 a significantly increased burden on municipal facilities and services.

5 (7) **clearly apparent vibration** which, when transmitted through the ground, is  
6 discernable at property lines without the aid of instruments; or

7 (8) **smoke, dust, noxious gases, or other forms of air pollution** which constitute a  
8 nuisance or threat to neighboring landowners, businesses or residents; which  
9 endanger or adversely affect public health, safety or welfare; which cause damage  
10 to property or vegetation; or which are offensive and uncharacteristic of the affected  
11 area;

12 (C) Agricultural operations shall at minimum observe ~~Aaccepted-Required~~ Agricultural  
13 Practices (~~AAPsRAPs~~) as defined and administered by the Vermont Department of  
14 Agriculture (see Section ~~108.2~~).

15 (D) Forestry operations shall at minimum observe Acceptable Management Practices (AMPs)  
16 as defined and administered by the Vermont Department of Forests, Parks and Recreation  
17 (see Section ~~108.2~~). Such AMPs include *Acceptable Management Practices for*  
18 *Maintaining Water Quality on Logging Jobs in Vermont*.

### 19 **Section 3.12 Protection of Water Resources**

20 (A) Surface Waters. To prevent soil erosion and sedimentation of surface waters, maintain  
21 water quality and protect wildlife habitat, the following standards shall apply to all  
22 perennial streams<sup>7</sup> and rivers:

23 (1) All septic systems shall meet all applicable state standards and regulations;

24 (2) All structures shall be setback a minimum of 75 feet from all streams, rivers and  
25 public lakes, although the ~~Board of Adjustment~~Development Review Board may, in  
26 accordance with conditional use review under Section 5.2, approve the placement  
27 of a structure within the 75 feet setback providing it meets the following standards:

28 a) the structure is located within the Central Business District or the Village  
29 Neighborhood District;

30 b) the building placement will better reflect the historic settlement pattern and  
31 character of the surrounding area;

32 c) reasonable provision is made for the protection of water quality such as, but not  
33 limited to, the planting of shade trees adjacent to streambanks, the establishment  
34 of vegetated buffer areas along streambanks, and/or stormwater management

---

<sup>7</sup> Perennial Stream: A watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.5 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

1 provisions to collect and disperse stormwater away from the stream or river;

2 e)d) the structure, if located in a flood hazard area, shall meet the development  
3 standards of Section 5.3 of these bylaws.

4 (3) An undisturbed, vegetated buffer strip shall be maintained for a minimum of 25 feet  
5 from all streams, rivers and lakes. The 25 feet buffer strip shall be measured from  
6 the top of the streambank. No development, excavation, filling, clearing or grading  
7 shall occur within the buffer strip, with the exception of clearing and associated site  
8 development necessary to accommodate the following:

9 a) road, driveway and utility crossings;

10 b) streambank stabilization and restoration projects, in accordance with applicable  
11 state and federal regulations;

12 c) bicycle and pedestrian paths and trails;

13 d) recreation facilities, including structures, and improved lake or pond accesses;

14 e) landscaping associated with a residential use;

15 f) agriculture in accordance with ~~Aaccepted-Required~~ Agricultural Practices  
16 (~~AAPs~~RAPs) as defined by the Commissioner of Agriculture, Food and Markets,  
17 and forestry in accordance with *Acceptable Management Practices (AMPs) For*  
18 *Maintaining Water Quality on Logging Jobs in Vermont*, published by the  
19 Vermont Department of Forests, Parks and Recreation; or

20 g) any use exempted in subsection (2), above.

21 (4) The expansion or enlargement of any structure in existence prior to the effective  
22 date these bylaws and not in compliance with this Section is permitted with  
23 approval of the Board of Adjustment pursuant to Section 5.2 regarding  
24 Nonconforming structures.

25 (5) No alteration of the natural course of any perennial stream shall be allowed unless a  
26 stream alteration permit has been issued by the Vermont Department of  
27 Environmental Conservation in accordance with 10 VSA Chapter 41. Such  
28 alterations within the Flood Hazard Area Overlay District are subject to state  
29 agency and municipal referral requirements under Section 7.1.

30 (B) Source Protection Areas. In order to protect community water supplies, the following  
31 potential sources of contamination are specifically prohibited within designated Source  
32 Protection Areas, unless it is demonstrated to the satisfaction of the Board of Adjustment  
33 under conditional use review (Section 5.2) that no potential for contamination of a water  
34 supply exists:

35 a) gasoline and motor vehicle service and repair facilities;

36 b) machine and body shops;

37 c) car washes;

38 d) the outdoor storage of road salt and other de-icing chemicals;

39 e) public or community wastewater treatment facilities;

40 f) fuel storage except for agricultural or residential use;

- 1 g) underground storage tanks;
- 2 h) solid waste disposal facilities and sanitary landfills;
- 3 i) dry cleaning, furniture stripping, metal plating, and photographic processing
- 4 activities;
- 5 j) junk and salvage yards;
- 6 k) extraction and quarrying activities;
- 7 l) cemeteries;
- 8 m) lawn and garden stores;
- 9 n) power plants and substations; and/or
- 10 o) any other use which involves the generation, use, storage, treatment,
- 11 transportation or disposal of potential contaminants greater than normal
- 12 household use.

13 (C) An application for development within delineated Source Protection Areas which is  
14 subject to conditional use review shall also be forwarded for review by the local fire or  
15 water district having jurisdiction prior to the issuance of a permit. Development within a  
16 source protection area shall be managed in accordance with the adopted source protection  
17 plan for that area. Conditions may be attached as appropriate, in consultation with the  
18 local district and/or state.

19 **Section 3.10-13 Parking & Loading Requirements**

20 (A) Off-street parking spaces shall be provided in accordance with this section when any use  
21 is established or enlarged unless otherwise approved by the ~~Board of~~  
22 Adjustment/Development Review Board or waived under subsection 5.2.

23 (1) In the CB District, off-street parking will be required only for employees, on the  
24 basis of one space per two (2) employees per shift, and for dwelling or lodging units  
25 as provided for in Table 3.1, or as otherwise allowed by the ~~Board of~~  
26 Adjustment/Development Review Board in accordance with a parking plan  
27 submitted by the applicant and approved in accordance with Section 5.2. In all other  
28 districts, off-street parking shall be required to accommodate business-owned  
29 vehicles and the vehicles of all owners, occupants, employees, customers or other  
30 persons expected to be on the premises in accordance with Table 3.1.

31 (2) All required parking spaces shall have a minimum width of nine (9) feet, and a  
32 minimum length of eighteen (18) feet, excluding access and maneuvering room.

33 (3) In addition to the requirements listed in Table 3.1, meeting standards to address the  
34 needs of people with disabilities (e.g., Americans with Disabilities Act) may also be  
35 required by state or federal agencies.

36 (4) Non-residential parking areas shall be located to the side or rear of buildings unless  
37 otherwise approved under site plan or conditional use review and shall be screened  
38 from adjoining residential properties.

39  
40

Table 3.1 Minimum Off-Street Parking Requirements	
Use	Parking Spaces
Dwelling Unit/ Single or Two-Family	2 per unit
Dwelling Unit/ Accessory	1 per unit
Dwelling Unit/ Multi-Family	1.5 per unit
Home Occupation/Home-Based Business	2 per unit, and 1 per additional employee
Bed & Breakfast	2 per unit, and 1 per guest room
Lodging Facility (Inn, Motel, Boarding House)	1 per lodging unit, and 1 per employee on largest shift
Office/Personal Service	1 per 300 sq. ft. of gross floor area
Retail	1 per 300 sq. ft. of gross floor area
Restaurant/Bar	1 per 3 seats, and one per employee on largest shift
Public Assembly (Church, Theater, etc.)	1 per 4 seats
Warehouse/Manufacturing/Industry	1 per 2 employees on the largest shift
Other	As determined under site plan or conditional use review

- 1  
2 (B) Loading and Service Areas. In all zoning districts other than the Central Business  
3 District, off-street loading space shall be provided for commercial, industrial or  
4 institutional uses which will receive shipments in vehicles too large for a standard  
5 parking space. Space provided shall be specifically for off-street loading and shall be  
6 large enough to fully accommodate the maximum number of such vehicles expected to be  
7 on the premises at any one time. Service areas also may be required for development  
8 subject to site plan or conditional use review to accommodate emergency vehicles, waste  
9 collection and disposal areas, transit service, or other purposes as may be necessitated by  
10 the proposed use. All loading and service areas shall be clearly marked and located in  
11 such a manner that parked vehicles will not block or obstruct access or sight visibility at  
12 intersections.
- 13 (C) Waivers. On-site parking, loading, and/or service area requirements may be reduced or  
14 waived by the Planning Commission Development Review Board under site  
15 plan conditional use review based upon a determination under one or more of the  
16 following provisions that, due to circumstances unique to the development, the strict  
17 application of these standards is unnecessary:
- 18 (1) suitably landscaped vacant land is set aside and maintained as open space for future  
19 conversion to parking, loading or services area in the event that the amount of space  
20 initially permitted is deemed inadequate to meet demonstrated need; or
- 21 (2) shared use of parking, loading and/or service areas on the same or contiguous lots  
22 by two or more establishments is proposed; or
- 23 (3) adequate off-site public parking exists within reasonable walking distance of the  
24 establishment;
- 25 (4) sufficient off-site parking has been procured (e.g., through lease agreements) in a  
26 private or municipal parking lot; or
- 27 (5) the proposal is specifically for the development of elderly housing.

28 **Section 3.1314** — **Sign Regulations**

- 29 (A) Applicability. A zoning permit shall be required prior to the erection, construction or

1 replacement of any outdoor sign, except for signs which are specifically exempted from  
2 these provisions, or specifically prohibited as listed under Table 3.2, or the replacement  
3 of any sign communicating a change in ownership, management or brand associated with  
4 any sign that meets all applicable standards of this section [See subsection (12)].

5 (B) General Standards. All signs, other than those specified in subsection (A) of Table 3.2,  
6 shall require a zoning permit issued by the Zoning Administrator in accordance with the  
7 following requirements pertaining to all signs:

8 (1) No outdoor advertising signs shall be permitted in any district except for the  
9 purposes of identifying an existing on-premise use in those districts where such  
10 uses are permitted.

11 (2) There shall be only one free-standing ~~or hanging wall mounted sign per principal~~  
12 ~~business or service per lot front~~ except as allowed for gasoline pricing signs in  
13 accordance with Section 4.12.

14 (3) In addition to (2) above, there shall a principal business or service shall be allowed  
15 one hanging wall mounted sign per building face<sup>8</sup> except as allowed for gasoline  
16 pricing signs in accordance with Section 4.12. Collectively the total sign area per  
17 building face shall not exceed 50% of the surface of the building face.

18 (4) The Development Review Board may approve a roof-mounted sign as a conditional  
19 use in accordance with Section 5.2.

20 ~~(35)~~ No sign located within the Central Business District and Village Neighborhood  
21 District shall ~~exceed more than 16 square feet per face~~ shall have a sign area<sup>9</sup> that  
22 ~~exceeds 16 square feet~~. The ~~Board of Adjustment~~ Development Review Board  
23 may, however, approve a sign of up to 25 square feet as a conditional use in  
24 accordance with Section 5.2.

25 ~~(46)~~ No sign located within the Highway Mixed Use District or the Industrial District  
26 shall ~~have a sign area that exceeds 32 square feet per face~~.

27 ~~(57)~~ No sign in the Compact Residential District, Rural Residential District or the Forest  
28 Reserve District shall ~~have a sign area that exceeds 9 square feet per face~~.

29 ~~(68)~~ No sign, including mounted or freestanding supporting structures, shall exceed 16  
30 feet in height. The ~~Board of Adjustment~~ Development Review Board may,  
31 however, approve a sign of up to 20 feet in height as a conditional use in  
32 accordance with Section 5.2.

33 ~~(79)~~ No sign shall be closer than 10 feet to the nearest part of the traveled portion of any  
34 road, except within the Central Business District.

35 ~~(810)~~ No sign shall be placed at any road intersection in a manner to obstruct the line of  
36 ~~site-sight~~ from such intersection.

37  
**Table 3.2**

<sup>8</sup> Building face: The exterior surface of any side of a building, minus windows and doors.

<sup>9</sup> Sign area: The total area that encompasses all sign faces and supporting structures, except for legs of supporting posts, and knobs of supporting posts that extend beyond the highest point of the sign face of freestanding signs.

Sign face: The portion of the sign that contains a message, an image, or lettering.

## Exempted & Prohibited Signs

(A) **Exempt Signs.** No zoning permit shall be required for the following types of signs, which are exempt from these regulations:

- (1) Signs erected by the state or town on public roads.
- (2) Non-advertising signs placed for directional, safety or public service purposes which do not exceed 4 square feet in area.
- (3) Signs offering real estate for sale, not to exceed 4 square feet and placed in accordance with subsection (B)(8).
- (4) One residential sign per dwelling unit identifying the occupant, not to exceed 2 square feet in area; and residential flags or banners intended solely for ornamental or non-advertising purposes.
- (5) Signs relating to trespassing and hunting, each not to exceed 2 square feet in area.
- (6) Temporary auction, yard, or garage sale signs not to exceed 2 in number or 6 square feet in total area, which shall be removed immediately following the event or sale.
- (7) Temporary election signs to be posted and removed in accordance with state law.
- (8) Temporary signs or banners<sup>10</sup> advertising public or community events, to be displayed in designated locations on town property with the prior permission of the Selectboard, which shall be removed immediately following the event.
- (9) Signs or bulletin boards incidental to places of worship, schools, libraries or public facilities, not to exceed one per establishment, 16 square feet in total area, or 6 feet in height above ground level.
- (10) Unlit signs associated with farm operations, not to exceed one per establishment or 16 square feet in area.
- (11) Unlit wall-mounted or freestanding signs advertising a home occupation, home industry or home child care facility, not to exceed one per residential dwelling or 4 square feet in area.
- (12) On-premise historic or landmark signs, not to exceed one in number or 6 square feet in area.
- (13) Wall murals intended solely for artistic, non-advertising purposes.
- (14) Up to one flag displaying messages such as "open" and/or "sale."
- (15) Window signs and wall graphics affixed directly to the face of a wall or window within the Central Business (CB) and Highway Mixed-use (HM) Districts.
- (16) One temporary construction sign, not to exceed 16 square feet in total area or 10 feet in height, providing such sign is promptly removed immediately following completion of construction.

(B) **Prohibited Signs.** The following signs are prohibited in all districts:

- (1) Signs which impair highway safety.
- (2) Signs which are flashing, oscillating, revolving or made of reflective material, unless necessary for public safety or welfare.
- (3) Permanent signs which project over public rights-of-way or property lines, except in instances in which a building abuts a public sidewalk.
- (4) Signs located on motor vehicles which are used primarily as a support or foundation.
- (5) Off-premises signs, except for those which conform to state laws and meet Section 314(C).

1  
2 (9) Signs shall be illuminated so as not to produce undue glare, hazards, or distractions.  
3 A constant, shielded light source may be used for indirect lighting, provided that the  
4 light fixture is mounted on the top or side of the sign, is directed onto the sign  
5 surface, and does not adversely affect neighboring properties, rights-of-way, or  
6 vehicular traffic. The light source shall not be visible from adjacent properties or  
7 roads.

8 (10) Signs shall not be constructed to include blinking lights, moving parts, or any  
9 device capable of emitting noise unless specifically approved by the Board of  
10 Adjustment/Development Review Board as a conditional use in accordance with

---

<sup>10</sup> Banner: A temporary sign composed of lightweight, flexible, non-rigid material either enclosed or not enclosed in a rigid frame.

1 section 5.2.

2 (11) All signs shall be maintained in a secure and safe condition. Nothing in these  
3 regulations shall prevent normal sign maintenance and repair, including the  
4 replacement of broken parts. If the Zoning Administrator is of the opinion that a  
5 sign is not secure, safe, or in a good state of repair, a written warning and/or notice  
6 of violation under Section 7.5 may be issued with a request that any defect in the  
7 sign immediately is corrected.

8 (132) No nonconforming sign may be replaced, expanded, or the message altered to  
9 advertise a different owner, management or brand, unless such altered sign is  
10 brought into conformance with these standards.

11 (13) Supporting structures of freestanding signs shall be balanced and proportionate with  
12 the sign area and shall consist of posts that are no larger than 8" x 8" unless  
13 approved by the Development Review Board in accordance with Section 5.2.

14 (C) **Off-Premise Signage.** Notwithstanding Section (B), signage off-premise signage may be  
15 established in accordance with Title 10 §494 and with the written consent of the property  
16 owner in which the sign is located. Specifically, the following forms of off-premises  
17 signage are allowed in the Town of Hardwick:

18 (1) Directional signs, subject to approval by the Development Review Board, as well as  
19 regulations adopted by the Federal Highway Administration, with a total sign face  
20 area not to exceed six square feet providing directions to places of business offering  
21 for sale agricultural products harvested or produced on the premises where the sale  
22 is taking place, or to farmers' markets that are members of the Vermont Farmers'  
23 Market Association selling Vermont agricultural products.

24 (2) Murals, subject to approval by the Selectboard, that relate exclusively to a  
25 downtown designated<sup>11</sup> under 24 V.S.A. chapter 76A, whether located within or  
26 outside the designated downtown itself, provided that all of the following apply:

27 i. The mural is hand painted, and is painted directly on the outside surface of a  
28 structure that has been in existence on the site for at least the preceding 25  
29 years;

30 ii. It is located no more than three miles<sup>12</sup> from the designated downtown; and

31 iii. Any words used in the mural pertain only to the direction or distance to, and  
32 the name of, the designated downtown.

33 (3) Alternative municipal information and guidance signs to assist persons in reaching  
34 destinations that are transportation centers, geographic districts, historic  
35 monuments, and significant or unique educational, recreational, or cultural  
36 landmarks, including farmers' markets that are members of the Vermont Farmers'  
37 Market Association selling Vermont agricultural products, provided that such  
38 destinations are not private, for-profit businesses. Such signage shall be one of the  
39 following:

40 i. Signage of a uniform nature, with a sign face that does not exceed 12 square feet, a  
41 height that does not exceed 12 feet, and of a design that is created in accordance

---

<sup>11</sup> Although you don't have downtown designation, it may make sense to include this now.

<sup>12</sup> Three miles is the distance established in statute. You may want to restrict this to a closer circumference.

1 with 10 V.S.A. §494(15).

2 ii. Signage of a uniform nature, with a sign face that does not exceed 12 square feet, a  
3 height that does not exceed 12 feet, and of a designed that is approved in  
4 accordance with 10 V.S.A. §494(17).

5 (CD) Measurement Calculation of sign area. (See Illustrations 3.1 and 3.2)

6 (1) The width of the sign area shall include all sign faces, lettering, designs, or  
7 symbols, together with the background, whether open or enclosed, upon which they  
8 are displayed, including any supporting framework incidental to the display itself,  
9 except for legs and knobs of supporting posts for freestanding signs.

10 (2) The height of the sign area shall be measured to the highest point of the supporting  
11 structure, or the height of the sign face, whichever is greater.

12 (3) Advertising relating to a specific product or products sold on the premises, or the  
13 utilization of corporate symbols, logos, or similar features, shall be included in the  
14 aggregate sign area.

15 (4) Where a sign consists of multiple sign faces<sup>13</sup>, or individual letters or symbols, the  
16 area shall be considered to be the smallest rectangle encompassing all the letters  
17 and symbols and any supporting frame.

18 (5) In computing the area of a double-faced sign, only one side shall be considered if  
19 the faces are identical. Notwithstanding the above, if the interior angle formed by  
20 the two faces of the double-faced sign is greater than forty-five (45) degrees, then  
21 both sides of such sign shall be considered in calculating the sign area.

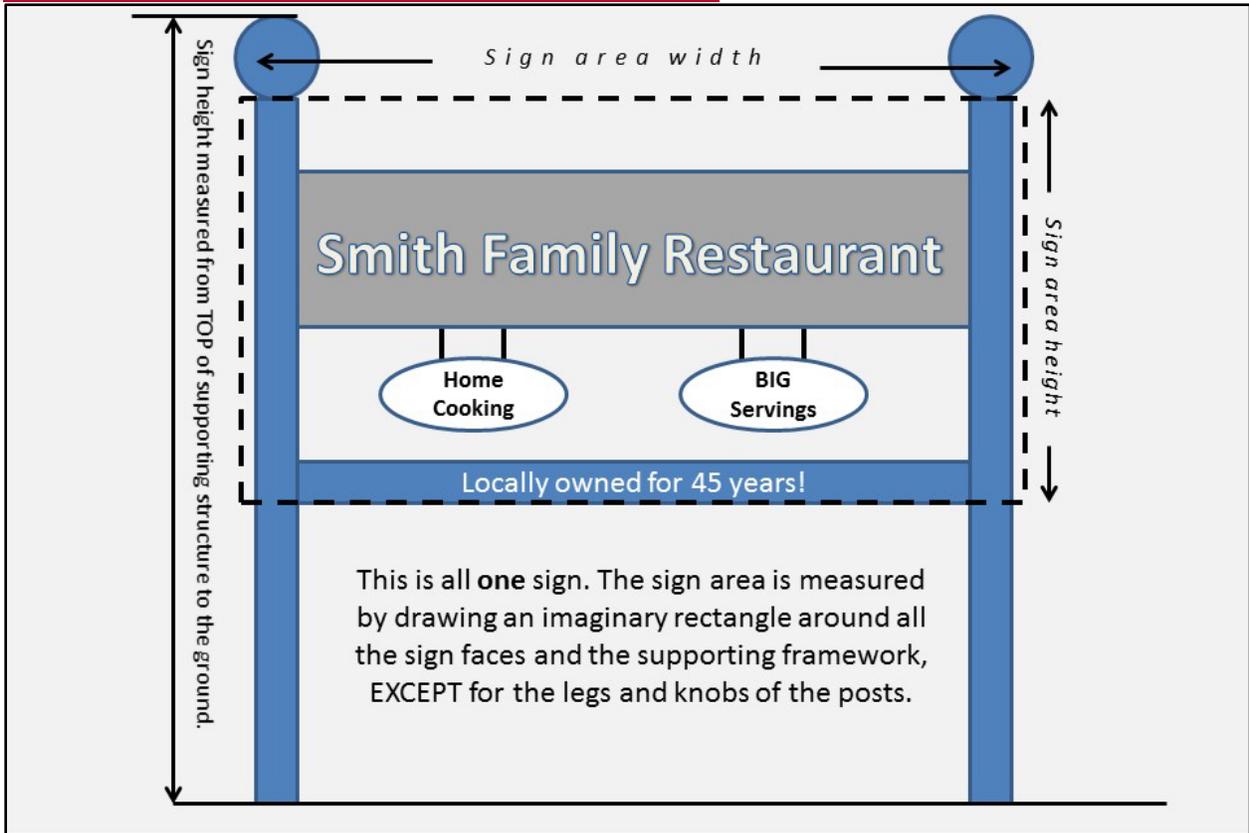
22 (6) The maximum allowable area of a sign shall include all permanent sign faces  
23 attached, painted, or applied to a building façade. If an establish has walls fronting  
24 on two (2) or more streets, the sign area for each street shall be computed  
25 separately.

26 ~~The area of measurement of any sign shall be the total area of the sign face to the outer edge,~~  
27 ~~including any supporting frames or panels. Signs consisting of freestanding characters shall~~  
28 ~~include any intervening spaces (the entire message area) in the calculation of total sign area.~~  
29 ~~The height of the sign shall be measured to the highest point of the supporting structure.~~  
30

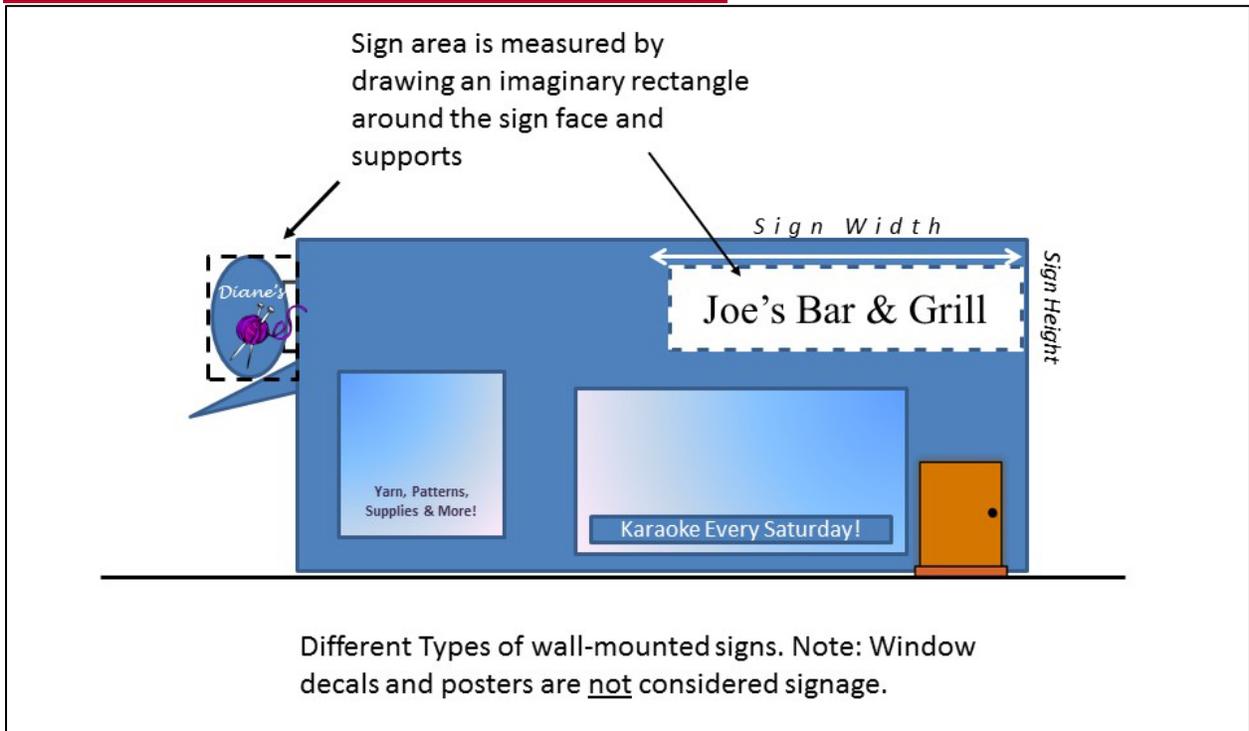
---

<sup>13</sup> Sign face: The area(s) or surface(s) of a sign used to convey a message.

1 **Illustration 3.1: How to measure a free-standing sign**



2  
3 **Illustration 3.1: How to measure a wall-mounted sign**



4  
5  
6 **Section 3.1415 Steep Slopes & Erosion Control**

1 (A) Development shall not take place on slope gradients in excess of 25% with the exception  
2 of limited site improvements necessary to facilitate development on contiguous land less  
3 than 25% gradient.

4 (B) ~~Accepted-Required~~ agricultural practices and forestry, as defined in Article 7, are  
5 exempted from this Section ~~in accordance with Section 6.2~~

6 **Section 3.~~1516~~ Storage of Hazardous Materials**

7 (A) The storage of any highly flammable or hazardous liquid or gas in tanks above ground  
8 with unit capacity greater than 550 gallons shall be prohibited, unless such tanks up to  
9 and including 10,000 gallon capacity are placed not less than 80 feet from all property  
10 lines, and unless all such tanks of more than 10,000 gallon capacity are placed not less  
11 than 200 feet from all property lines. All storage tanks shall comply with all applicable  
12 state and federal regulations. All storage tanks in the Flood Hazard Overlay District shall  
13 comply with standards of Section 5.3.

14 (B) All tanks (containing flammable liquids) located above-ground and having a capacity  
15 greater than 550 gallons shall be properly retained with dikes having a capacity not less  
16 than 1.5 times the capacity of the tanks surrounded.

17 .  
18  
19

1 **ARTICLE 4. SPECIFIC USE STANDARDS**

---

2 **Section 4.1 Applicability**

3 (A) The following standards apply to specified uses in all zoning districts in which such uses  
4 are allowed. Specified uses may be subject to conditional use review in accordance with  
5 Section 5.2. If there is a conflict between a standard in this section and a standard in  
6 another section of these bylaws, the more restrictive standard shall apply.

7 **Section 4.2 Accessory Dwelling**

8 (A) A dwelling unit may be allowed as an accessory to another principal use, subject to the  
9 following provisions, ~~which also are intended to meet requirements for accessory~~  
10 ~~apartments as set forth in the Act [§4412(1)]~~;

11 ~~(B1)~~ (B1) -One attached or detached dwelling unit ~~may be allowed as that is~~ an accessory to an  
12 owner-occupied single family dwelling located outside of the flood hazard areas  
13 defined in Section 5.3, shall be allowed as a permitted use. Such accessory dwelling  
14 shall not exceed 800 square feet or 30% of the total existing living area of the  
15 principal dwelling, whichever is greater, and shall meet other applicable  
16 requirements under subsections ~~(D3)~~ and ~~(E4)~~, below.

17 ~~(E2)~~ (E2) -One caretaker’s apartment which is accessory to a nonresidential use may be  
18 approved as an accessory to another use by the ~~Board of Adjustment~~ Development  
19 Review Board in accordance with Section 5.2. A caretaker’s apartment shall be  
20 located within the Industrial District, be occupied by the owner or an employee of  
21 the principal use, and shall not exceed 800 square feet.

22 ~~(D3)~~ (D3) -All accessory dwellings shall:

- 23 i. meet setback requirements for principal structures for the district in which they  
24 are located; for nonconforming structures, the degree of nonconformance shall  
25 not be increased by the addition of an accessory apartment or dwelling;
- 26 ii. have adequate potable water and wastewater systems in accordance with  
27 applicable municipal and state regulations; and
- 28 iii. be provided with off-street parking for the residents of the dwelling in  
29 accordance with Section 3.4013.

30 ~~(E4)~~ (E4) Any zoning permit issued for an accessory dwelling shall clearly state that the dwelling is  
31 permitted only as an accessory to the principal use of the property and shall be retained in  
32 common ownership. An accessory dwelling to a single family dwelling may be  
33 subdivided and/or converted for conveyance or use as a principal dwelling only if it is  
34 found to meet all current municipal regulations applying to a two family dwelling, or to  
35 two single family dwellings if detached, including all density and dimensional  
36 requirements for the district in which it is located. All applicable municipal permits and  
37 approvals shall be required prior to conversion to, or conveyance as, a principal dwelling.

38 **Section 4.3 Adaptive Reuse of an Historic Structure**

39 (A) Adaptive reuse is designed to provide for the continued viability of historic structures that  
40 have outlived their original agricultural, civic or industrial function, while retaining their  
41 historic character, by allowing additional uses within the current dimensions of such  
42 structures, including nonconforming structures, subject to conditional use review under

1 Section 5.2 and the following provisions.

2 (B) Structures eligible for adaptive reuse in the Rural Residential (RR) District and Forest  
3 Reserve (FR) District are limited to historic buildings which:

4 (1) have historical or architectural significance to the town, as determined by the ~~Board~~  
5 ~~of Adjustment~~Development Review Board from application information, listing on  
6 federal or state historic site registers or surveys, and/or evidence presented in  
7 hearing; and

8 (2) are no less than 50 years old.

9 (C) Structures determined to be eligible for adaptive reuse in the Rural Residential (RR)  
10 District and Forest Reserve (FR) District may be considered for one or more of the  
11 following uses subject to conditional use approval under Section 5.2:

12 (1) any use allowed within the district in which the structure is located;

13 (2) multi-family dwelling (maximum of 4 dwelling units);

14 (3) storage facility;

15 (4) the processing and/or sale of agricultural or forest products (e.g., farm produce  
16 store, food cooperative, woodworking or furniture shop);

17 (5) cultural facility (e.g., museum, theater, performance space); and

18 (6) retail sales, limited to antiques, arts and crafts.

19 (7) any use which legally occupied the structure as a pre-existing nonconforming use,  
20 even if the use ~~was discontinued for a period in excess of one year~~ is considered  
21 discontinued as per Section 3.10-

22 (D) Structures eligible for adaptive reuse in the Central Business (CB) District, Village  
23 Neighborhood (VN) District and/or Compact Residential (CR) District are limited to  
24 nonresidential structures which:

25 (1) have historical or architectural significance to the town, as determined by the ~~Board~~  
26 ~~of Adjustment~~Development Review Board from application information, listing on  
27 federal or state historic site registers or surveys, and/or evidence presented in  
28 hearing;

29 (2) are no less than 50 years old and are listed, or eligible for listing, on the Vermont  
30 Historic Sites and Structures Survey for the Town of Hardwick; and

31 (3) have a minimum floor area of 800 square feet.

32 (E) Structures determined eligible for adaptive reuse in the Central Business (CB) District,  
33 Village Neighborhood (VN) District and/or Compact Residential (CR) District may be  
34 put to one or more of the following uses:

35 (1) any use allowed within the district in which the structure is located;

36 (2) restaurant

37 (3) retail store

38 (4) cultural facility

39 (5) indoor recreation; and

1 (6) storage facility;

2 (F) Structures determined eligible for adaptive reuse in the Central Business (CB) District,  
3 Village Neighborhood (VN) District and/or Compact Residential (CR) District may be  
4 granted the following modifications to standards contained within these bylaws, subject  
5 to conditional use approval under Section 5.2:

6 (1) The ~~Board of Adjustment~~Development Review Board may waive one or more  
7 parking requirements set forth in Section 3.10, provided the Board determines that  
8 the proposed use meets the standards set forth in Section 5.2 and that the waiver  
9 will not result in or cause unsafe conditions for motorists or pedestrians, and will  
10 not adversely impact surrounding properties.

11 (2) The ~~Board of Adjustment~~Development Review Board may waive one or more  
12 dimensional standards, including residential density standards, set forth in Article 2,  
13 provided the proposed use meets the standards set forth in Section 5.2, and that the  
14 waiver will not result in or cause unsafe conditions for motorists of pedestrians, and  
15 will not adversely impact surrounding properties.

16 (G) It also shall be demonstrated to the satisfaction of the ~~Board of Adjustment~~Development  
17 Review Board for any adaptive reuse of an historic structure, regardless of the district  
18 within which it is located, that:

19 (1) adequate water supply, septic system, and off-street parking capacity exist to  
20 accommodate the proposed use; and

21 (2) any proposed exterior renovations shall maintain the historic and architectural  
22 character of the structure, including those characteristics which resulted in the  
23 Board's determination that the structure is of historical or architectural significance  
24 to the town.

25 **Section 4.4 ~~Campers~~ Recreational Vehicles<sup>14</sup> [Temporary Shelter]**

26 (A) A ~~camper~~ recreational vehicle (e.g., ~~recreational vehicle~~camper, travel trailer) or other  
27 temporary shelter (e.g., tent, teepee, yurt) may be located, stored or parked on public or  
28 private property in accordance with the following requirements:

29 (1) ~~Campers and other temporary shelters~~Recreational vehicles may be parked in  
30 approved campgrounds (see Section 4.5), sales establishments and, for a specified  
31 period, on construction sites for use as a temporary structure in accordance with  
32 subsection (C).

33 (2) A ~~camper or temporary shelter~~recreational vehicle may be stored on the lot of a  
34 single or two family dwelling and/or on an undeveloped parcel, provided that it is  
35 not located within required setbacks for the district in which it is located; is not  
36 occupied for dwelling purposes for more than 90 days within any one year period;  
37 and is not connected to the residential water or wastewater system.

38 (3) Notwithstanding subsections (1)-(2) above, a recreational vehicle parked in a flood  
39 hazard area as defined in Section 5.3 of these bylaws for more than 180 days must

---

<sup>14</sup> This term is still synonymous with "camper." This was simply changed to the more commonly used FEMA terminology.

be licensed and ready for highway use.<sup>15</sup>

- (B) Any camper or temporary shelter that is used for dwelling purposes for more than 90 days within any one year period, or is sited so as not to be readily moveable, shall be deemed a dwelling and be subject to all zoning regulations applicable to accessory or single family dwellings.
- (C) The ~~Administrative Officer~~Zoning Administrator may issue a zoning permit to allow a temporary shelter, including a mobile home, to be occupied for dwelling purposes for not greater than one year to allow a property owner to reside on a parcel while constructing or rehabilitating a permanent dwelling. Such a temporary shelter shall be removed from the premises within one year of the issuance of the permit, unless the applicant obtains a one year extension, with the approval of the ~~Board of Adjustment~~Development Review Board, in accordance with Section 5.2. No structure other than the permitted temporary shelter may be occupied as a dwelling on a single parcel for the period in which the temporary structure is occupied.
- (D) Any wastewater or sewage generated by a camper shall be disposed of off-site in accordance with all applicable state and federal regulations.

#### **Section 4.5 Campground**

- (A) A new or expanded recreational vehicle campground, improved seasonal campground, or primitive campground may be permitted in designated zoning districts subject to conditional use review under Section 5.2, applicable ~~state agency referral~~ requirements under Section 7.1, and the following provisions:
- (1) The parcel of land for a campground shall be no less than five acres in area or the minimum lot area for the district in which it is located, whichever is greater.
  - (2) All campgrounds shall meet minimum setback requirements for the districts in which they are located. A minimum 75 foot setback shall be required from any residential property. No building, camp site, parking or service area shall be located in setback areas.
  - (3) Landscaping and/or fencing along property boundaries shall be required as appropriate for screening, security, and privacy.
  - (4) Campgrounds shall provide lavatory, shower, and toilet facilities sufficient to serve all camp sites. Water and wastewater disposal systems must be designed and installed in accordance with applicable municipal and state regulations.
  - (5) A campground shall provide sufficient access and parking for each camp site. Each camp site shall be at least 2,000 square feet in area.
  - (6) The campground shall operate for a period not to exceed six months (180 days) during any calendar year, unless otherwise approved by the ~~Board of Adjustment~~Development Review Board. Recreational vehicles may be stored on the property only if they are registered for highway use.
  - (7) Adequate provision for the safe, sanitary disposal of trash and recyclables shall be

---

<sup>15</sup> The National Flood Insurance Program requires recreational vehicles to be fully licensed and ready for highway use, or on site for 180 days or less, 44 CFR 60.3 (c)(14).

1 provided on site.

2 (8) Outdoor fires shall not result in a nuisance or threat to neighboring landowners,  
3 businesses or residents, nor endanger or adversely affect public health, safety or  
4 welfare.

5 (B) For substantially undeveloped, primitive camping areas (e.g., tenting areas, backcountry  
6 shelters) located on public or private lands, the ~~Board of Adjustment~~Development  
7 Review Board may waive any or all of the requirements under subsection (A) if it is  
8 demonstrated to the Board's satisfaction that access, total lot area, camp site area, and  
9 setback distances are sufficient to:

10 (1) support the proposed level of use, and

11 (2) avoid any adverse impacts to water quality, natural areas, and adjoining properties  
12 and uses.

### 13 **Section 4.6 Day Care Facility [Home Child Care, Day Care]**

14 (A) ~~In accordance with the Act [§4412(5)], a~~A state registered or licensed child care home  
15 serving six or fewer children on a full time basis and up to four additional children on a  
16 part time basis, which is conducted within a single family dwelling by a resident of that  
17 dwelling, shall be considered a permitted use of the single family residence. No zoning  
18 permit is required for home child care providing it meets the requirements of this section.

19 ~~(B) The home day care shall be permitted one unlit wall-mounted or freestanding sign not to~~  
20 ~~exceed 4 square feet in area.~~

21 ~~(BC)~~ Nonresidential day care facilities, and those facilities operated from a dwelling which  
22 serve greater than six children full-time and four part-time children, may be permitted in  
23 designated zoning districts as a conditional use subject to review under Section 5.2.

### 24 **Section 4.7 Residential Care and Group Homes**

25 ~~(A) In accordance with the Act [§4412(1)(G)], a residential care home or group home to be~~  
26 ~~operated under state licensing or registration, serving not more than eight persons who~~  
27 ~~have a handicap or disability as defined in 9 V.S.A. § 4501 shall be considered to~~  
28 ~~constitute a permitted single family residential use of property, except that no such home~~  
29 ~~shall be considered so if it is located within 1,000 feet of another existing or permitted~~  
30 ~~home.~~

31 ~~(B) A resident care home or group home to be located within 1,000 feet of another existing or~~  
32 ~~permitted home shall be reviewed as a multi-family dwelling in according with this~~  
33 ~~bylaw.~~

### 34 **Section 4.78 Extraction of Earth Resources**

35 (A) The extraction or removal of topsoil, sand, gravel, rock, minerals or other similar earth  
36 resource for may be allowed in designated districts subject to conditional use review  
37 under Section 5.2. In addition to the conditional use standards set forth in Section 5.2, for  
38 commercial extraction operations which are likely to impact surrounding properties due  
39 to the scale, intensity and timing of the extraction, the presence of fragile natural features  
40 (e.g., steep slopes, riparian land), and/or the relative density of nearby land uses, the  
41 ~~Board of Adjustment~~Development Review Board may also require erosion control and  
42 site reclamation plans showing:

- 1 (1) existing grades, drainage patterns and depths to bedrock and the seasonal high  
2 water table;
- 3 (2) the extent and magnitude of the proposed operation, including proposed phasing;
- 4 (3) finished grades at the conclusion of the operation; and
- 5 (4) a detailed plan for the restoration of the site, including final grading and  
6 revegetation.

7 (B) In granting approval, the Development Review Board may impose conditions with regard  
8 to any of the following factors:

- 9 (1) depth of excavation or quarrying;
- 10 (2) slopes created by removal;
- 11 (3) effects on surface drainage on and off-site;
- 12 (4) storage of equipment and stockpiling of materials on-site;
- 13 (5) hours of operation for blasting, trucking, and processing operations;
- 14 (6) effects on adjacent properties due to noise, dust, or vibration;
- 15 (7) effects on traffic and road conditions, including potential physical damage to public  
16 highways;
- 17 (8) creation of nuisances or safety hazards;
- 18 (9) temporary and permanent erosion control, including project phasing to limit  
19 exposed area;
- 20 (10) effect on ground and surface water quality, and drinking water supplies;
- 21 (11) effect on natural, cultural, historic, or scenic resources on-site or in the vicinity of  
22 the project;
- 23 (12) effect on agricultural land; and
- 24 (13) public health, safety and general welfare.

25 (C) In accordance with the Act [§4412(12), §4464(B)(6)] a performance bond, escrow  
26 account, or other surety acceptable to the Selectboard may be required to ensure  
27 reclamation of the land upon completion of the excavation, to include any re-grading,  
28 reseedling, reforestation or other reclamation activities that may be required. This  
29 provision specifically does not apply to mining or quarrying operations; however upon  
30 failure of the permit holder, or their successors or assigns, to complete site reclamation as  
31 required, the town may take legal action as appropriate to ensure site reclamation and  
32 cost recovery.

33 (D) This section shall not apply to non-commercial uses associated with normal agricultural  
34 and/or forestry operations; public (municipal and state) road maintenance and  
35 construction; the operation of a cemetery, or the removal of earth resources for a use that  
36 is incidental to another duly permitted construction activity located on the same parcel  
37 from which the materials were extracted.

#### 38 **Section 4.89 Homes Businesses [Home Occupation, Home Industry]**

39 (A) **Home Occupations.** ~~In accordance with the Act [§4412(4)], No~~ provision of these

1 regulations may infringe upon the right of any resident to use a minor portion of a  
2 dwelling for an occupation which is customary in residential areas and which does not  
3 have an undue adverse effect upon the character of the surrounding neighborhood or area.  
4 No zoning permit is required for a home occupation. All home occupations shall comply  
5 with the following standards:

- 6 (1) The home occupation shall be carried on by residents of the dwelling.
- 7 (2) The home occupation shall not occupy a gross floor area greater than 30% of the  
8 combined gross floor area of the principal dwelling and accessory structure.
- 9 (3) Exterior storage or displays, other than that characteristic of a residential use, is  
10 prohibited.
- 11 (4) The home occupation shall meet all performance standards set forth in Section 3.11.
- 12 (5) No traffic shall be generated in substantially greater volumes than would normally  
13 be expected from a residential use.
- 14 (6) The home occupation shall ~~meet all applicable sign standards (set forth in Section~~  
15 ~~3.134).~~ be permitted one unlit wall-mounted or freestanding sign not to exceed 4  
16 square feet in area.
- 17 (7) The outdoor storage of materials that are not customary of a residential use is  
18 prohibited.
- 19 (8) On-site wholesale or retail sales shall be limited to products produced or services  
20 provided on the premises, which will be available to the public by appointment  
21 only.

22 (B) **Home Industry.** Home industry, as distinguished from “home occupation” under  
23 Subsection (A), may be allowed as an accessory to a single family dwelling in designated  
24 zoning districts subject to conditional use review under Section 5.2, and the following  
25 provisions:

- 26 (1) The home industry shall be conducted by residents of the dwelling, and up to three  
27 full-time nonresident employees (or full-time equivalent part-time nonresident  
28 employees).
- 29 (2) The home industry shall be carried out within the principal dwelling or an accessory  
30 structure.
- 31 (3) Exterior storage areas for materials and equipment associated with the home  
32 industry may be approved by the ~~Board of Adjustment~~ Development Review Board  
33 provided that such areas are clearly designated and are adequately screened from  
34 public view and neighboring properties. Designated storage areas shall meet the  
35 setbacks for the district in which the use is located, although the Board may require  
36 greater setbacks to avoid impacts on neighboring properties. The storage of  
37 hazardous materials anywhere on the premises is prohibited, with the exception of  
38 materials customary and characteristic of residential uses (e.g., heating oil).
- 39 (4) The home industry shall not have an undue adverse effect upon the character of the  
40 neighborhood, or result in a change in the outward appearance of the dwelling or  
41 the accessory structure.
- 42 (5) The home industry shall not generate traffic, including delivery traffic, in excess of

1 volumes characteristic of other uses allowed in the district in which the home  
2 industry is located.

3 (6) Off-street parking shall be provided for resident, employee, customer and delivery  
4 vehicles, as well as all commercial vehicles or equipment associated with the home  
5 industry.

6 (7) Adequate provisions shall be made for water, wastewater and the disposal of solid  
7 waste, in accordance with applicable municipal and state regulations.

8 (8) Home industries shall meet all performance standards set forth in Section 3.11.

9 (9) The home industry shall be permitted one unlit wall-mounted or freestanding sign  
10 not to exceed 4 square feet in area.

11 meet all applicable sign standards (~~set forth in Section 3.134.~~)

12 (10) On-site wholesale or retail sales shall be limited to products produced or services  
13 provided on the premises.

14 (C) The zoning permit issued for a home industry shall clearly state that the home based  
15 business is permitted only as an accessory to the principal residential use of the property,  
16 and as such shall be retained in common ownership. A home occupation or home  
17 industry may be subdivided and/or converted for conveyance as a separate, principal use  
18 only if it is found to meet all current municipal regulations applying to such use,  
19 including all density and dimensional requirements for the district in which it is located.  
20 All applicable municipal permits and approvals shall be required prior to subdivision,  
21 conversion, or conveyance of a home business as a principal use.

## 22 **Section 4.910 Light Industry**

23 (A) Light industry (as distinguished from home industry under Section 4.89) may be  
24 permitted in designated zoning districts subject to conditional use review under Section  
25 5.2. Within the Central Business (CB) District and Highway Mixed-Use (HMU) District,  
26 light industry also shall meet the following provisions:

27 (1) All industrial activities, and the maintenance and repair of vehicles and equipment,  
28 shall be conducted within an enclosed building or buildings.

29 (2) The ~~Board of Adjustment~~Development Review Board may limit the outdoor storage  
30 of materials, vehicles and heavy equipment shall be limited to a designated area,  
31 and may require that such area be screened year-round from the road and from  
32 neighboring properties.

33 (3) Any area designated for the outdoor storage of materials shall be located outside of  
34 flood hazard areas and set back a minimum of 100 feet from road rights-of-way,  
35 surface waters, wetlands and adjacent properties. All other setback and dimensional  
36 standards for the district in which the light industry is located shall apply. The  
37 ~~Board of Adjustment~~Development Review Board may however, as a condition of  
38 approval, require greater setbacks based on specific site conditions to protect water  
39 quality and neighboring properties.

40 (4) Industrial uses shall comply with all performance standards under Section 3.11;  
41 additional conditions, including conditions on the hours of operation, may be  
42 imposed as appropriate to protect public health, safety, and welfare, municipal

1 facilities and services, and other public investments.

2 (5) The on-site storage of hazardous materials shall require the specific approval of the  
3 ~~Board of Adjustment~~ **Development Review Board**. In approving such storage the  
4 Board shall require the submission of a hazard mitigation plan, prepared by the  
5 applicant, to ensure the protection of ground and surface waters and public safety in  
6 the event of a spill or release.

7 (6) Sufficient landscaping and screening shall be provided along parcel boundaries and  
8 within the project site to protect adjacent properties from objectionable visual  
9 impacts. At a minimum, a landscaped buffer a minimum of 30 feet deep shall be  
10 located along all boundaries adjoining a residential property.

11 (B) The standards set forth in subsection (A), above, shall not apply to lands within the  
12 Industrial District.

13 **Section 4.11 Agricultural and Forest Processing:**

14 (A) Agricultural and Forest Processing may be permitted in designated zoning districts  
15 subject to conditional use review under Section 5.2 and the following provisions:

16 (1) The processing facility shall be of a size and scale appropriate for the neighborhood  
17 in which it is proposed.

18 (2) Where a processing facility uses or generates hazardous materials, the applicant  
19 shall demonstrate compliance with applicable state or federal regulations.

20 (3) Wholesale sales of processed products are allowed as a part of any approval. Retail  
21 sales may be allowed as a part of conditional use approval. Sales of products in  
22 addition to those processed on the site will be limited to those clearly incidental,  
23 secondary and ancillary to those processed products or as declared and approved as  
24 a part of the conditional use permit.

25 **Section 4.1012 Mixed Use**

26 (A) In designated zoning districts, more than one principal use may be allowed within a  
27 single building, or on a single lot, subject to the following provisions:

28 (1) Each of the proposed uses is allowed as a permitted or conditional use within the  
29 zoning district in which the mixed use is located.

30 (2) The uses in combination meet all applicable standards for the district in which the  
31 mixed use is proposed, including minimum lot, frontage and setback requirements;  
32 or the mixed use is part of a planned unit development (PUD) reviewed in  
33 accordance with Section 5.4.

34 (3) The mixed use shall meet all applicable general regulations under Article 3,  
35 including but not limited to sign and parking requirements.

36 **Section 4.113 Mobile Home Park**

37 (A) Mobile home parks may be permitted in designated districts subject to conditional use  
38 review in accordance with Section 5.2 and the following provisions:

39 (1) Proposed parks shall comply with all applicable state regulations, including  
40 regulations relating to water supply and wastewater disposal.

41 (2) The parcel of land for a mobile home park shall have a minimum area of no less

1 than five acres, or the minimum lot area for the district in which it is located,  
2 whichever is greater.

3 (3) Each mobile home shall be located on a dedicated site of not less than 6,000 square  
4 feet in area. Each site shall be landscaped with two or more trees of a native  
5 species, which are at least two inches in diameter at chest height for deciduous  
6 trees, or at least eight feet in height for coniferous trees.

7 (4) Mobile home parks shall meet minimum setback requirements along their perimeter  
8 for the district in which they are located. Setback areas shall not be included in the  
9 calculation of recreation land or open space under Subsection (9). A strip of land 25  
10 feet deep shall be maintained as a landscaped buffer along all property boundaries.

11 (5) Each mobile home shall be set back a minimum of 10 feet from adjoining mobile  
12 home sites.

13 (6) All roads within a mobile home park shall comply with Section 6.6, and adequate  
14 walkways shall be provided.

15 (7) Parking shall be provided in accordance with Section 3.10.

16 (8) A minimum of 100 square feet of indoor storage space (e.g., storage shed, or a  
17 central storage building) shall be provided for each mobile home located within the  
18 park.

19 (9) A minimum of 20% of the total land area in any mobile home park shall be set  
20 aside for common recreational use or open space.

21 (B) The mobile home park owner, or designated operator, as a condition of Board of  
22 Adjustment approval, shall:

23 (1) maintain all park buildings, roads, parking areas, paths, utilities, infrastructure,  
24 landscaping, open space and common areas in good condition, and shall provide for  
25 the regular collection and removal of recyclables, waste and garbage; and

26 (2) remove snow from all park roads and service areas.

27 Failure to meet these operation and maintenance requirements shall constitute a violation of  
28 permit conditions and these regulations, subject to enforcement action under Section 7.5.

29 (C) Changes or alterations to park area, design, layout or common facilities are subject to  
30 conditional use review in accordance with the above provisions. The owner of a mobile  
31 home within an approved mobile home park may apply for a zoning permit under Section  
32 7.1 for a deck or accessory structure which meets site setback requirements under  
33 Subsection (A), without additional approval by the ~~Board of Adjustment~~Development  
34 Review Board under Section 5.2. The replacement of a permitted mobile home within an  
35 approved mobile home park shall require a zoning permit issued by the Zoning  
36 Administrator in accordance with Section 7.1 to ensure ongoing compliance with all  
37 conditions of conditional use approval.

38 **Section 4.124 Motor Vehicle Service & Gas Stations**

39 (A) Motor vehicle service stations and gas stations may be allowed in designated districts  
40 subject to conditional use review under Section 5.2 and the following requirements:

41 (1) No vehicle may be parked, stored or displayed within the setback areas for the  
42 district in which the business is located.

- 1 (2) There shall be no more than two (2) curb cuts providing access to and from  
2 adjoining roads. On corner or through lots, one or both accesses may be limited to  
3 the secondary road. The width of a curb cut shall not exceed 35 feet.
- 4 (3) The service and/or repair of motor vehicles shall be conducted within an enclosed  
5 structure.
- 6 (4) All buildings, equipment, service, parking and storage areas shall be set back at  
7 least 150 feet from streams, surface waters and wetlands. The setback area shall be  
8 maintained as a vegetated buffer. The required setback may be increased as  
9 appropriate to protect water quality, based on local site and drainage conditions.
- 10 (5) Gasoline pumps shall be located not less than 15 feet from any road right-of-way.  
11 All pumps, lubricating and other service equipment shall be located at least 35 feet  
12 from side and rear lot lines.
- 13 (6) Gasoline service stations, in addition to the signs allowed under Section 3.1314,  
14 may have one pricing sign which does not exceed 12 square feet in area and/or  
15 pump-top pricing signs, each not to exceed 2 square feet in area.
- 16 (7) Gas station canopies shall be limited to the minimum area required for adequate  
17 pump and apron coverage, and the minimum ceiling height necessary to meet  
18 applicable state and federal safety requirements. Canopy design, including materials  
19 and roof pitch, shall be compatible with surrounding buildings.
- 20 (8) Light fixtures mounted on station canopies shall either be recessed so that the lens  
21 cover is flush with the bottom surface (ceiling) of the canopy; or for indirect  
22 lighting, mounted and shielded or skirted so that direct illumination is focused  
23 exclusively on the underside of the canopy. Lights shall not be mounted on the top  
24 or sides (fascias) of canopies, nor shall canopies be internally illuminated.
- 25 (9) Gasoline stations which include retail sales unrelated to motor vehicle service,  
26 maintenance or repair (e.g., food, convenience items) shall be reviewed as a mixed  
27 use, and as such be required to meet all zoning provisions pertaining to retail uses  
28 for the district in which they are located, including but not limited to additional  
29 sign, lot size and/or parking requirements.

30 **Section 4.135 Protected Public Uses**

- 31 (A) In accordance with the Act [§4413(a)], reasonable provision has been made for the  
32 following uses within designated districts, shown in Table 4.1 which may be regulated  
33 only with respect to size, height, building bulk, yards, courts, setbacks, density of  
34 buildings, off-street parking, loading facilities, traffic, noise, lighting, landscaping and  
35 screening requirements and only to the extent that regulations do not have the effect of  
36 interfering with the intended functional use.

<b>TABLE 4.1: PROTECTED PUBLIC USES</b>	
Facility	Specified District(s)
Public and private hospitals.	CB, VN, CR
Regional solid waste management facilities certified by the State [10 V.S.A., Chapter 159].	RR (see Landfill)

<del>Public utility power generating plants and transmission lines</del> <del><sup>16</sup>[see Public Utility].</del>	All Districts
Hazardous waste management facilities for which a notice of intent to construct has been received under state law [10 V.S.A., §6606a].	I
State or community owned and operated institutions and facilities [see Public Facility].	All Districts
Public and private schools and other educational institutions certified by the Vermont Department of Education.	CB, VN, HMU, CR, RR
Churches, convents and parish houses [ see Place of Worship]	CB, VN, HMU, CR, RR

1

2

3

4

5

6

7

(B) With the exception of State-owned and operated institutions and facilities, the uses identified in Table 4.1 shall be subject to compliance with the National Flood Insurance Program, the development standards of Section 5.3, and all other provisions of these bylaws pertaining to development in the Town of Hardwick’s flood hazard overlay. These regulations, however, shall not have the effect of interfering with the intended functional use.

8

**Section 4.146 Salvage Yard<sup>17</sup>**

9

10

(A) New or expanded salvage yards may be permitted within designated zoning districts subject to conditional use review under Section 5.2 and the following requirements:

11

12

13

14

(1) Salvage yards shall meet all setback standards for the district in which the yard is located, and shall be set back at least 75 feet from surface waters and wetlands. Required setbacks may be increased as appropriate based on specific site conditions, and to protect water quality and neighboring properties.

15

16

17

18

19

(2) Yards shall be screened year-round from public view and from adjoining residential properties. Additional landscaping, fencing or other forms of screening may be required as appropriate. No vehicles associated with the business, or any other waste, scrap, parts or materials shall be stacked, piled or stored higher than the fence or screen.

20

21

22

(3) Salvage yards shall be secured as necessary to protect public health, safety, and welfare, and neighboring properties. Exterior lighting shall be the minimum required for security and safe operation.

23

24

25

26

(4) Conditions and limitations may be imposed with regard to traffic generated, hours of operation, and the on-site storage of hazardous materials in order to protect neighboring properties, public infrastructure including roads, and the character of the area in which the yard is located.

27

28

29

(5) All salvage yards shall be licensed in accordance with State of Vermont regulations pertaining to ~~junk~~ salvage yards, and shall be responsible for all upkeep and maintenance of fences, screening, and other required site improvements, and the

<sup>16</sup> This is regulated under 30 V.S.A. Section 248 and is therefore exempt from bylaw provisions.

<sup>17</sup> Your existing definition refers to “junkyards,” a land use term that is no longer used by the State of Vermont. Here is the statutory definition of “salvage yard”: “Salvage yard” means any place of outdoor storage or deposit for storing, keeping, processing, buying, or selling junk or as a scrap metal processing facility as defined in 24 V.S.A. § 2241(12). “Salvage yard” also means any outdoor area used for operation of an automobile graveyard as defined in 24 V.S.A. § 2241. It does not mean a garage where wrecked or disabled motor vehicles are stored for less than 90 days for inspection or repairs, or a private transfer station or sanitary landfill which is licensed in compliance with the Vermont Statutes Annotated.

1 proper storage of salvaged and hazardous materials, as required under municipal  
2 and state regulations, and associated conditions of approval.

3 (6) The on-site storage of materials shall not adversely affect surface, ground or  
4 drinking water supplies.

5 (B) In addition to application requirements under Section 5.2, the applicant for a new or  
6 expanded salvage yard shall submit a description of existing and proposed operations,  
7 including storage areas, all equipment to be used on-site, and a site development plan that  
8 includes the following information:

9 (1) the extent in area of existing and/or proposed salvage yard operations, including all  
10 storage and processing areas, and distances from property boundaries, public  
11 streets, wetlands, surface waters and public and private wells on-site and in the  
12 vicinity;

13 (2) site contours that show existing and proposed grades and drainage patterns,

14 (3) test boring results indicating soil types, and depths to bedrock and seasonal high  
15 water tables within the proposed area of operation; and

16 (4) existing and/or proposed ground water monitoring well locations, if any.

17 (C) All materials shall be removed from the site within twelve months of the cessation or  
18 abandonment of operations; and the site shall be restored to a safe, usable condition. Site  
19 restoration, including the clean-up and disposal of hazardous materials, shall be subject to  
20 all applicable state and federal regulations. A site restoration plan may be required as a  
21 condition of approval.

## 22 **Section 4.157 Telecommunications Facility**

23 (A) **Purpose.** The purpose of these regulations is to protect the public health, safety, general  
24 welfare and scenic character of the Town of Hardwick, while accommodating the  
25 communication needs of residents and businesses. The intent of these regulations is to:

26 (1) preserve the character and appearance of the town while allowing adequate services  
27 and coverage to be developed;

28 (2) protect the scenic, historic, environmental and natural resources of the town;

29 (3) provide standards as requirements for the siting, design, appearance, construction,  
30 operation, and removal of telecommunications facilities;

31 (4) minimize tower and antenna proliferation by requiring the co-location and sharing  
32 of existing telecommunications facilities wherever feasible and appropriate; and

33 (5) facilitate the provision of telecommunications services to residents and businesses  
34 in town.

35 (B) **Federal Limitations.** In accordance with federal law, these regulations shall not have the  
36 effect of prohibiting personal wireless services, unreasonably discriminating among  
37 providers of functionally equivalent services, nor regulating wireless telecommunications  
38 facilities based on emissions which are subject to and in compliance with Federal  
39 Communications Commission (FCC) regulations.

40 (C) **Applicability.** Wireless telecommunications facilities shall include all facilities subject to  
41 licensing or regulation by the FCC, including towers, associated accessory structures,

1 buildings and/or equipment, except as specifically exempted under subsection (D). New,  
2 modified or expanded wireless telecommunication facilities, except as specified for small  
3 scale facilities under subsection (G), may be allowed in designated zoning districts as  
4 conditional uses subject to review under Section 5.2 and the requirements of this section.  
5 However:

6 (D) **Exemptions.** The following are specifically exempted from the provisions of this  
7 Section:

8 (1) A single ground or building mounted ~~radio or television antenna or~~ satellite dish not  
9 exceeding 36 inches in diameter which is intended solely for residential use, and  
10 does not, as mounted, exceed 35 feet in height above the lowest grade at ground  
11 level.

12 (2) An antenna used to transmit, receive, or transmit and receive communications  
13 signals on that property owners's premises if the area of the largest face of the  
14 antenna is not more than 15 square feet, and if the antenna and any mast support do  
15 not extend more than 12 feet above the roof of that portion of the building to which  
16 the mast is attached.<sup>18</sup>

17 (23) The regulation of a telecommunications facility as defined in 30 V.S.A. §248a, shall  
18 be exempt from municipal approval when and to the extent jurisdiction is assumed  
19 by the Public Service Board.<sup>19</sup>

20 (4) Citizens band radio antennas operated by federally licensed amateur radio operators  
21 which do not exceed a height of 50 feet above the grade level, whether free standing  
22 or mounted, and which meet all setback requirements for the district in which they  
23 are located.

24 (35) Replacement of telecommunications facilities operated by public (municipal, state  
25 or federal) or not-for-profit emergency service providers (e.g., police, fire,  
26 ambulance) in association with their duties.

27 (E) **Application Requirements.** In addition to application requirements under Section 5.2,  
28 applications for new towers shall also include the following:

29 (1) The applicant's legal name, address and telephone number. If the applicant is not a  
30 natural person, the applicant shall provide the state in which it is incorporated and  
31 the name and address of its resident agent.

32 (2) The name, title, address and telephone number of the persons to whom  
33 correspondence concerning the application should be sent.

34 (3) The name, address, and telephone number of the owner or lessee of the property on  
35 which the Wireless Telecommunication Facility will be located.

36 (4) The names and addresses of all adjoining property owners. Adjoining property  
37 owners shall be determined without regard to any public right-of-way.

38 (5) A vicinity map showing the entire vicinity within a 1,000 foot radius of the Facility,  
39 including the location of any tower, topography, public and private roads and  
40 driveways, buildings and structures, utilities, water bodies, wetlands, landscape

---

<sup>18</sup> 24 V.S.A. §4412(8)(A)

<sup>19</sup> 24 V.S.A. §4412(8)(C)

1 features, historic sites and necessary wildlife habitats. It shall indicate the property  
2 lines of the proposed Facility site parcel and all easements or rights of way needed  
3 for access from a public way to the Facility.

4 (6) The location of the Facility on a USGS Topographic Map or a GIS-generated map  
5 compatible with Vermont Center for Geographic Information (VCGI) standards and  
6 encompassing the area within at least a two-mile radius of the proposed tower site.

7 (7) Elevations and proposed site plans of the Facility showing all facades and  
8 indicating all exterior materials and colors of towers, buildings and equipment, as  
9 well as all landscaping, utility wires, guy wires and screening. (All plans shall be  
10 drawn at a minimum scale of 1 inch = 50 feet).

11 (8) In the case of a site that is forested, the approximate average elevation of the  
12 existing vegetation within 50 feet of any tower base.

13 (9) Construction sequence and time schedule for completion of each phase of the entire  
14 project.

15 (10) A report from a qualified engineer that:

16 a. Describes any tower's design and elevation,

17 b. Documents the elevation above grade for all proposed mounting positions for  
18 antennas to be collocated on a tower and the minimum distances between  
19 antennas,

20 c. Describes a tower's capacity, including the number, elevation and types of  
21 antennas that the tower is proposed to accommodate.

22 d. In the case of new Facilities, demonstrates that existing towers and structures  
23 within 5 miles of the site cannot reasonably be modified to provide adequate  
24 coverage and adequate capacity to the community.

25 e. Describes potential changes or additions to existing structures or towers that  
26 would enable them to provide adequate coverage.

27 f. Describes the output frequency, number of channels and the power output per  
28 channel for each antenna. In the alternative, a coverage map may be provided.

29 g. Demonstrates the Facility's compliance with the standards set forth in this bylaw  
30 or other applicable standards.

31 h. Provides proof that at the proposed Facility site the applicant will be in  
32 compliance with all FCC regulations, standards and requirements, and includes a  
33 statement that the applicant commits to continue to maintain compliance with all  
34 FCC regulations, standards and requirements for radio frequency radiation (RFR).

35 i. Includes such other information as determined by the ~~Board of~~  
36 ~~Adjustment~~Development Review Board to evaluate the application.

37 (11) A letter of intent committing the Facility owner and its successors to permit shared  
38 use of any tower if the additional users agree to meet reasonable terms and  
39 conditions for shared use, including compliance with all applicable FCC  
40 regulations, standards and requirements and the provisions of this Bylaw and all  
41 other applicable laws.

1 (12) In the case of an application for additional antennas or other equipment to be  
2 installed on an existing Facility, a copy of the executed contract with the owner of  
3 the existing structure.

4 (13) To the extent required by the National Environmental Policy ACT (NEPA) and as  
5 administered by the FCC, a complete Environmental Assessment (EA) draft or final  
6 report describing the probable impacts of the Facility, or a written statement by the  
7 applicant that an EA is not required for the facility.

8 (F) **Consultants.** Upon submission of an application for a Telecommunication Facility  
9 permit, the ~~Board of Adjustment~~Development Review Board may require a report by  
10 consultants whose services shall be paid for by the applicant. These consultants shall be  
11 qualified professionals in telecommunications engineering, structural engineering,  
12 monitoring of electromagnetic fields and such other fields as determined by the ~~Board of~~  
13 ~~Adjustment~~Development Review Board. The consultant(s) shall work at the ~~Board of~~  
14 ~~Adjustment~~Board's direction and shall provide the ~~Board of Adjustment~~ Board such  
15 reports and assistance as the ~~Board of Adjustment~~ Board deems necessary to review an  
16 application.

17 (G) **Balloon Test.** The ~~Board of Adjustment~~Development Review Board may require the  
18 applicant to fly a four-foot diameter brightly colored balloon at the location and  
19 maximum elevation of any proposed tower. If a balloon test is required, the applicant  
20 shall advertise the date, time, and location of this balloon test at least 7 days in advance  
21 of the test in a newspaper with a general circulation in the Town. The applicant shall also  
22 inform the ~~Board of Adjustment~~Development Review Board, in writing of the date, time  
23 and location of the test at least 15 days in advance of the test. The balloon shall be flown  
24 for at least eight consecutive daylight hours on two days. If visibility and weather  
25 conditions are inadequate for observers to be able to clearly see the balloon test, further  
26 tests may be required by the ~~Board of Adjustment~~Development Review Board.

27 (H) **Criteria for Approval and Conditions.** An application for a Telecommunication  
28 Facility permit shall be approved after a hearing when the ~~Board of~~  
29 ~~Adjustment~~Development Review Board finds all the following criteria have been met:

30 (1) The Facility will not be built on speculation. If the applicant is not a  
31 Telecommunication Service Provider, the ~~Board of Adjustment~~Development  
32 Review Board may require the applicant to provide a copy of a contract or letter of  
33 intent showing that a Wireless Telecommunication Service Provider is legally  
34 obligated to locate a Telecommunication Facility on lands owned or leased by the  
35 applicant.

36 (2) The Facility will not project more than 20 feet above the average elevation of the  
37 tree line measured within 50 feet of the highest vertical element of the  
38 Telecommunication Facility, unless the proposed elevation is reasonably necessary  
39 to provide adequate Wireless Telecommunication Service capacity or coverage or  
40 to facilitate collocation of facilities.

41 (3) No wireless telecommunication facility shall be located within 500 feet of an  
42 existing residence.

43 (4) The minimum distance from the base of any tower to any property line is not less  
44 than 100% of the total elevation of the tower, including antenna or equipment,  
45 unless otherwise permitted by the ~~Board of Adjustment~~Development Review Board

1 in accordance with one of the following:

- 2 a. if tower design and construction guarantees that, if it collapses, it will collapse  
3 inwardly upon itself, and that no liability or risk to adjoining private or public  
4 property shall be assumed by the municipality; or
- 5 b. to allow for the integration of a tower into an existing or proposed structure such  
6 as a church steeple, light standard, utility pole, or similar structure, to the extent  
7 that no hazard to public health, safety or welfare results.

- 8 (5) The tower including attached antennas does not exceed a height of 180 feet.
- 9 (6) The Facility will not be illuminated by artificial means and will not display any  
10 lights or signs except for such lights and signs as required by Federal Aviation  
11 Administration, federal or state law, this bylaw, or as needed for the safe operation  
12 of the facility.
- 13 (7) The applicant will remove the Facility, should the Facility be abandoned or cease to  
14 operate. The ~~Board of Adjustment~~Development Review Board may require the  
15 applicant to provide a bond, or other form of financial guarantee acceptable to the  
16 ~~Board of Adjustment~~Development Review Board to cover the cost of removal of  
17 the Facility, should the Facility be abandoned or cease to operate.
- 18 (8) The applicant demonstrates that the facility will be in compliance with all FCC  
19 standards and requirements regarding radio frequency radiation.
- 20 (9) The applicant will maintain adequate insurance on the Facility.
- 21 (10) The Facility will be properly identified with appropriate warnings indicating the  
22 presence of radio frequency radiation. The ~~Board of Adjustment~~Development  
23 Review Board may condition a permit on the provision of appropriate fencing.
- 24 (11) The proposed equipment cannot be reasonably collocated at an existing  
25 Telecommunication Facility. In determining whether the proposed equipment  
26 cannot be reasonably collocated at an existing facility, the ~~Board of~~  
27 AdjustmentDevelopment Review Board shall consider the following factors:
  - 28 a. The proposed equipment would exceed the structural or spatial capacity of the  
29 existing facility and the existing facility cannot be reinforced, modified or  
30 replaced to accommodate planned equipment at a reasonable cost.
  - 31 b. The proposed equipment would materially impact the usefulness of other  
32 equipment at the existing facility and such impact cannot be mitigated or  
33 prevented at a reasonable cost.
  - 34 c. The proposed equipment, alone or together with existing equipment, would create  
35 radio frequency interference and/or radio frequency radiation in violation of  
36 federal standards.
  - 37 d. Existing towers and structures cannot accommodate the proposed equipment at an  
38 elevation necessary to function reasonably or are too far from the area of needed  
39 coverage to function adequately.
  - 40 e. Collocation of the equipment upon existing tower would cause an undue aesthetic  
41 impact.

42 (12) The Facility provides reasonable opportunity for collocation of other equipment.

- 1 (13) The Facility will not unreasonably interfere with the view from any public park,  
2 natural scenic vista, historic building or district, or major view corridor.
- 3 (14) The Facility will not have an undue adverse aesthetic impact. In determining  
4 whether a facility has an undue adverse aesthetic impact, the ~~Board of~~  
5 Adjustment/Development Review Board shall consider the following factors:
- 6 a. The results of the balloon test, if conducted.
- 7 b. The extent to which the proposed towers and equipment have been designed to  
8 blend into the surrounding environment through the use of screening, camouflage,  
9 architectural design, and/or imitation of natural features.
- 10 c. The extent to which access roads have been designed to follow the contour of the  
11 land and will be constructed within forest or forest fringe areas and not open  
12 fields.
- 13 d. The duration and frequency with which the Facility will be viewed on a public  
14 highway or from public property.
- 15 e. The degree to which the Facility will be screened by existing vegetation,  
16 topography, or existing structures.
- 17 f. Background features in the line of sight to the Facility that obscure or make the  
18 Facility more conspicuous.
- 19 g. The distance of the Facility from the point of view and the proportion of the  
20 facility that is above the skyline.
- 21 h. The sensitivity or unique value of a particular view affected by the Facility.
- 22 i. Any significant disruption of a viewshed that provides context to an important  
23 historic or scenic resource.
- 24 (15) The Facility will not destroy or significantly imperil necessary wildlife habitat or  
25 that all reasonable means of minimizing the destruction or imperilment of such  
26 habitat or species will be utilized.
- 27 (16) The Facility will not generate undue noise.
- 28 (17) The extent to which utility lines (e.g. power) serving telecommunications facilities  
29 follow access roads and does not involve extensive clearing; the ~~Board of~~  
30 Adjustment/Development Review Board may require that such utilities be buried  
31 where they are likely to otherwise have an adverse visual impact.

32 (I) **Small Scale and Temporary Facilities.** Notwithstanding the requirements of ~~Article~~  
33 Section 4.17(G), the following may be permitted in any zoning district by the  
34 ~~Administrative Officer~~Zoning Administrator without conditional use approval:

- 35 (1) Small scale wireless telecommunications equipment, including antennas, microcells  
36 or repeaters, which are to be installed on existing towers, utility poles, or other  
37 structures; or the installation of ground facilities less than 20 feet in height,  
38 provided that:
- 39 a. no such device is located within 50 feet of an existing residence;
- 40 b. no changes are made to the height or appearance of such structure except as  
41 required for mounting;

- c. the height of the facility as mounted does not extend the total height of the structure by more than 10 feet;
- d. no panel antenna shall exceed 72 inches in height or 24 inches in width;
- e. no dish antenna shall exceed 3 feet in diameter; and
- f. any accompanying equipment shall be screened from view.

(2) Wireless communications facilities designed for temporary use, provided that:

- a. the temporary facility is permitted for the duration of the intended use or event, as specified in the permit, which shall not exceed 60 days, and is removed immediately upon the expiration of the permit,
- b. the height of the facility does not exceed 50 feet from grade, and
- c. the facility complies with all other applicable provisions of these regulations.

(J) **Continuing Obligations for Wireless Telecommunication Facilities.** The owner of a Telecommunication Facility shall, at such times as requested by the ~~Board of Adjustment~~Development Review Board, file a certificate showing that it is in compliance with all FCC standards and requirements regarding radio frequency radiation, and that adequate insurance has been obtained for the Facility. Failure to file a certificate within the timeframe requested by the ~~Board of Adjustment~~Development Review Board, shall mean that the Facility has been abandoned.

(K) **Removal of Abandoned or Unused Facilities.** Unless otherwise approved by the ~~Board of Adjustment~~Development Review Board, an abandoned or unused Telecommunication Facility shall be removed within 90 days of abandonment or cessation of use. If the Facility is not removed within 90 days of abandonment or cessation of use, the ~~Board of Adjustment~~Development Review Board may cause the Facility to be removed. The costs of removal shall be assessed against the Facility owner.

Unused portions of a Telecommunication Facility shall be removed within 180 days of the time that such portion is no longer used. Replacement of portions of a Facility previously removed shall require a new permit.

#### **Section 4.168 Temporary Structure or Use**

(A) **Temporary Structure.** Structures used for temporary office or storage space (e.g., trailers, mobile homes), or for special events requiring a permit under Subsection (B), may be allowed as a temporary accessory structure to a preexisting or permitted use, provided that such structures are not located in flood hazard areas as defined in Section 5.3. Such structures shall be set back a minimum of 5 feet from all property boundaries and shall not be used for dwelling purposes unless specifically approved under Section 4.2. A zoning permit is required for a temporary structure that is located on a parcel for greater than one year. All temporary structures shall be dismantled and/or removed after one year, or the owner shall obtain a zoning permit in accordance with Section 7.1 and all relevant standards contained in these bylaws.

(B) **Temporary Dwellings.** Temporary dwellings and campers are subject to Section 4.4.

(C) **Special Events.** Special events (e.g., ~~weddings, receptions~~, concerts, festivals, fairs and other cultural events, trade and antique shows), may be allowed as a temporary use, provided that such use occurs for no more than seven days within any twelve month

1 period, and adequate off-street parking and circulation, sanitary and trash collection  
2 facilities are provided. Special events may be issued a zoning permit by the Zoning  
3 Administrator, for a specified period of time not to exceed one year from the date of  
4 issuance, with the provision that the use will be discontinued upon the expiration of the  
5 permit. In addition:

- 6 (1) Family or household events associated with a residential use (e.g., weddings,  
7 reunions) are exempt from this provision, and shall not require a zoning permit.
- 8 (2) Special events with an expected attendance of over 100 people, or extending more  
9 than seven days within a twelve month period, shall be subject to conditional use  
10 review by the ~~Board of Adjustment~~Development Review Board under Section 5.2  
11 prior to the issuance of a zoning permit.
- 12 (3) No zoning permit shall be issued for any event or use which also requires the  
13 approval of the Hardwick Selectboard and/or the Hardwick Chief of Police until  
14 such approval is issued.

ARTICLE 5. DEVELOPMENT REVIEW

Section 5.1 ~~Applicability~~ **Site Plan Review**

(A) Applicability. Site plan review standards shall apply to the approval of non-frontage lots, as per Section 3.3 of these bylaws.

(B) Application Requirements. In addition to the application requirements under Section 7.1 for a zoning permit, an application for conditional use review by the ~~Board of Adjustment~~ Development Review Board shall include associated fees, and one original and two complete copies of the following information as applicable to the development:

- (1) Applicant information, including the name and address of the applicant, the property owner of record, and the person or firm preparing the application and supporting materials.
- (2) The date of the application (to also be shown on all supporting materials).
- (3) A general location map (on a USGS topographic map or Vermont orthophoto base) showing the location of the proposed development in relation to zoning districts, public highways, drainage and surface waters, and adjoining properties and uses.
- (4) A site plan, drawn to scale, which shows:
  - a. north arrow, scale, title (project name), date, and the name of the preparer;
  - b. property lines, dimensions and required setback distances;
  - c. the location (footprints) of existing and proposed structures, including all buildings, other structures, signs, and/or walls;
  - d. existing and proposed rights-of-way and easements,
  - e. existing and proposed roads, driveways, parking and loading areas, and pedestrian paths; and
  - f. existing and proposed utility lines, water supply and wastewater disposal areas.

~~(A) Conditional Use Review standards shall apply to those uses designated as conditional uses in Article 2, or as otherwise specified under Articles 3 (General Regulations) and 4 (Specific Use Standards). Such uses are subject to conditional use review by the Board of Adjustment under Section 5.2.~~

(B)

~~(C) Planned Residential Development (PRD) review procedures and standards may be applied by the Board of Adjustment in accordance with Section 5.4 at the request of the applicant for any parcel which meets the minimum lot size for the district within which it is located.~~

Section 5.2 Conditional Use Review

(A) Applicability. Conditional Use Review standards shall apply to those uses designated as conditional uses in Article 2, or as otherwise specified under Articles 3 (General Regulations) and 4 (Specific Use Standards). Such uses are subject to conditional use review by the ~~Board of Adjustment~~ **Development Review Board.** ~~under Section 5.2.~~

(B) Application Requirements. In addition to the application requirements under Section

1 7.1 for a zoning permit, an application for conditional use review by the **Board of**  
2 **Adjustment/Development Review Board** shall include associated fees, and one original  
3 and two complete copies of the following information as applicable to the development:

- 4 (1) Applicant information, including the name and address of the applicant, the  
5 property owner of record, and the person or firm preparing the application and  
6 supporting materials.
- 7 (2) The date of the application (to also be shown on all supporting materials).
- 8 (3) A general location map (on a USGS topographic map or Vermont orthophoto base)  
9 showing the location of the proposed development in relation to zoning districts,  
10 public highways, drainage and surface waters, and adjoining properties and uses.
- 11 (4) A site plan, drawn to scale, which shows:

12 a.g. north arrow, scale, title (project name), date, and the name of the preparer;

13 b.h. property lines, dimensions and required setback distances;

14 e.i. existing site features, including ridgelines, hill tops and areas of steep slope  
15 (greater than 25%); drainage, surface waters, wetlands, and associated setback  
16 areas; vegetation and tree lines; historic features (e.g., structures, cellar holes,  
17 stone walls), and designated critical habitat, flood hazard and source protection  
18 areas;

19 d.j. the location (footprints) of existing and proposed structures, including all  
20 buildings, other structures, signs, and/or walls;

21 e.k. existing and proposed rights-of-way and easements,

22 f.l. existing and proposed roads, driveways, parking and loading areas, and pedestrian  
23 paths;

24 g.m. existing and proposed utility lines, water supply and wastewater disposal  
25 areas;

26 h.n. proposed site grading (cut and fill), stormwater management, and erosion control  
27 measures; and

28 i.o. proposed outdoor lighting, landscaping and screening.

- 29 (5) Additional information as may be requested by the **Board of**  
30 **Adjustment/Development Review Board** to determine conformance with these  
31 regulations, including one or more of the following

32 a. elevation contours, at intervals to be specified by the Board;

33 b. existing and proposed structural elevations;

34 c. an “elevation certificate” as required under the National Flood Insurance Program  
35 for development within flood hazard areas;

36 d. stormwater, erosion control, lighting, landscaping, buffer, forest or wildlife  
37 management plans; and/or

38 e. traffic, visual, and fiscal impact assessments.

39 **(BC) Waivers.** The application will not be considered complete by the **Board of**

1 Adjustment Development Review Board until all required materials have been submitted.  
2 One or more application requirements may be waived by the Board, at the request of the  
3 applicant, should the Board determine that the information is unnecessary for a  
4 comprehensive review of the application. Waivers shall be issued by the Board in writing  
5 at the time the application is accepted and deemed complete.

6 ~~(D)~~ **Technical Review.** To assist in its evaluation of an application, the Board may require  
7 the submission of technical analysis of one or more aspects of a proposed development,  
8 prepared by a qualified professional, to be funded by the applicant.

9 ~~(D) — **Review Procedures.** At the time an application is deemed complete, the Board of  
10 Adjustment shall schedule a public hearing, warned in accordance with Section 7.6. The  
11 Board may recess the hearing (adjourn to a time and date) as needed to allow for the  
12 submission of testimony and evidence by the applicant or other interested parties. The  
13 Board shall act to approve, approve with conditions, or deny an application for a  
14 conditional use within 60 days of the date of adjournment of the final public hearing. The  
15 written decision shall include findings, any conditions of approval or reasons for denial,  
16 and provisions for appeal to the Environmental Court. The failure of the Board to act  
17 within this 60 day period shall be deemed approval~~

18 (E) **General Review Standards.** Conditional use approval shall be granted by the ~~Board of~~  
19 Adjustment Development Review Board upon finding that the proposed development  
20 will not result in an undue adverse effect on any of the following:

21 (1) **The capacity of existing or planned community facilities and services.** The  
22 Board shall consider the demand for community facilities and services that will  
23 result from the proposed development in relation to the existing and planned  
24 capacity of such facilities and services, and any adopted capital budget and program  
25 currently in effect. The Board may request information or testimony from other  
26 local officials to help evaluate potential impacts on community facilities and  
27 services. To minimize adverse impacts to community facilities and services, the  
28 Board may impose conditions as necessary on the provision of facilities, services or  
29 related improvements needed to serve the development, and/or the timing and  
30 phasing of development in relation to planned municipal capital expenditures or  
31 improvements.

32 (2) **Character of the area affected.** The Board shall consider the design, location,  
33 scale, and intensity of the proposed development in relation to the character of the  
34 neighborhood or area affected by the proposed development, as determined from  
35 zoning district purpose statements, municipal plan policies and recommendations,  
36 and evidence submitted in hearing. The Board may impose conditions as necessary  
37 to eliminate or mitigate adverse impacts to the area, neighboring properties and  
38 uses, including conditions on the design, scale, intensity, or operation of the  
39 proposed use.

40 (3) **Traffic on roads and highways in the vicinity.** The Board shall consider the  
41 potential impact of traffic generated by the proposed development on the function,  
42 capacity, safety, efficiency, and maintenance of roads, highways, intersections,  
43 bridges, and other transportation infrastructure in the vicinity of the project. The  
44 Board may request information or testimony from the Selectboard, Road  
45 Commissioner or state officials to help evaluate potential impacts on town and state

1 highways in the vicinity of the development. A traffic impact study also may be  
2 required to determine potential adverse impacts and appropriate mitigation  
3 measures. The Board may impose conditions as necessary to ensure that a proposed  
4 development will not result in unsafe conditions for pedestrians or motorists,  
5 including the installation of infrastructure improvements or accepted traffic  
6 management and control measures as required by the development.

7 (4) **Bylaws in effect.** The Board shall determine whether the proposed development  
8 conforms to other applicable municipal bylaws and ordinances currently in effect  
9 including, but not limited to, town road, health, and facility (e.g., sewer, water)  
10 ordinances. The Board shall not approve proposed development that does not meet  
11 the requirements of other municipal regulations in effect at the time of application.

12 (5) **The utilization of renewable energy resources.** The Board shall consider whether  
13 the proposed development will interfere with the sustainable use of renewable  
14 energy resources either by diminishing their future availability, or by interfering  
15 with access to such resources. Conditions may be imposed as necessary to ensure  
16 the long-term availability of, and continued access to, renewable energy resources.

17 (F) **Specific Review Standards.** In addition to the general standards under Section (E), the  
18 Board may also consider and attach specific conditions to conditional use approval as  
19 appropriate to avoid, minimize or mitigate the adverse impacts of a proposed  
20 development, including:

21 (1) **Siting & Dimensional Standards.** All conditional uses shall meet minimum  
22 applicable dimensional and density standards as specified for the district in which  
23 the use is located (Article 2), the particular use (Article 4), and for the protection of  
24 surface waters (Section 3.12). In addition, the Board may specify as a condition of  
25 approval lower densities of development, increased frontage or setback distances,  
26 increased buffer areas, and/or designated building envelopes that limit the area to be  
27 used for structures and parking, as necessary to avoid or minimize adverse impacts  
28 to the character of the area, to significant natural and historic resources identified in  
29 the town plan or through site investigation, or to adjoining properties and uses.

30 (2) **Performance Standards.** All conditional uses shall meet performance standards as  
31 specified in Section 3.11. In determining appropriate performance standards for a  
32 particular use, the Board may consult with state regulatory officials and consider  
33 accepted industry standards. In addition, the Board may limit the hours of operation  
34 so that the proposed use is compatible with the character of the neighborhood and  
35 area.

36 (3) **Access & Circulation Standards.** All conditional uses shall meet applicable access  
37 management standards as specified in Section 6.6. The Board, in consultation with  
38 the Selectboard and state, may impose conditions as necessary to ensure the safety  
39 of vehicular and pedestrian traffic on and off-site, including but not limited to  
40 conditions on the location and number of access and intersection locations,  
41 requirements for shared access and/or parking, and provisions for emergency  
42 access, parking, service and loading area, snow storage, pedestrian paths and transit  
43 facilities (e.g., sheltered bus stops), as appropriate.

44 (4) **Landscaping & Screening Standards.** The Board may require landscaping,  
45 fencing, screening or site grading as necessary to maintain the character of the area,

1 or to screen unsightly or incompatible uses from town highways, other public  
2 rights-of-way, or adjoining properties. Particular consideration will be given to the  
3 preservation of existing vegetation, visibility of the development from public  
4 vantage points (including roads), and the adequacy of landscaping and screening  
5 materials to meet seasonal weather and soil conditions. A landscaping management  
6 plan, and surety for up to three years that is acceptable to the ~~Board of~~  
7 Adjustment Development Review Board, may be required to ensure that required  
8 landscaping and screening is properly installed and maintained.

9 (5) **Stormwater Management & Erosion Control Standards.** All conditional uses  
10 shall incorporate accepted stormwater management and erosion control practices as  
11 appropriate for the setting, scale and intensity of the existing and planned  
12 development. Development shall be sited and designed to minimize stormwater  
13 runoff and erosion during all phases of development. The Board may require the  
14 submission of a stormwater management and/or erosion control plan, prepared by a  
15 qualified professional, that incorporates accepted management practices  
16 recommended by the state in the Vermont Stormwater Management Manual and the  
17 Vermont Handbook for Soil Erosion and Sediment Control on Construction Sites,  
18 as most recently amended.

19 (G) **District Standards.** In addition to district standards that pertain to all uses under Article  
20 2, the following standards also shall apply to conditional uses within specified zoning  
21 districts:

22 (1) **Central Business District.** Within the Central Business District, development shall  
23 be designed in accordance with the following standards:

- 24 a. The use of front yards shall be limited to landscaping, pedestrian paths and  
25 associated pedestrian amenities (e.g., street furniture, pedestrian scale lighting and  
26 signs) and driveways. Outdoor storage, parking and loading areas shall not be  
27 located within front yards unless the Board finds that the property is a pre-existing  
28 building or that no other practical alternative exists.
- 29 b. Buildings should be oriented toward and relate to, both functionally and visually,  
30 public streets and/or common greens, parks or plazas, and not be oriented toward  
31 parking lots. The front facade should include a main entry-way and pedestrian  
32 access to the street. Buildings located on corner lots shall either be oriented  
33 toward the major street or include a corner entrance. The Board may impose a  
34 maximum setback, relative to adjacent buildings, to achieve a consistent  
35 streetscape.
- 36 c. New buildings and additions to existing buildings shall be designed to be  
37 compatible with, and not stand in contrast to, historic structures located within the  
38 district with regard to building scale, massing, materials, orientation and rhythm  
39 of openings.

40 (2) **Village Neighborhood District.** Within the Village Neighborhood District  
41 development shall be designed in accordance with the following standards:

- 42 a. The use of front yards shall be limited to landscaping, pedestrian paths and  
43 associated pedestrian amenities (e.g., street furniture, pedestrian scale lighting and  
44 signs) and driveways. Outdoor storage, parking and loading areas shall not be  
45 located within front yards unless the Board finds that the property is a pre-existing

1 building or that no other practical alternative exists.

2 b. Buildings should be oriented toward and relate to, both functionally and visually,  
3 public streets and/or common greens, parks or plazas, and not be oriented toward  
4 parking lots. The front facade should include a main entry-way and pedestrian  
5 access to the street. The Board may impose a maximum setback, relative to  
6 adjacent buildings, to achieve a consistent streetscape.

7 c. The scale and massing of new buildings, including height, width, street frontage  
8 and roof type, shall be compatible and harmonious with surrounding residential  
9 structures. Consideration shall be given to buildings serving special civic, social  
10 or cultural functions, including places of worship, that may be designed to serve  
11 as prominent focal points within the district.

12 (3) **Highway Mixed-Use District.** Within the Highway Mixed Use District,  
13 development with frontage on state highways (Route 15, Route 14, Route 16) shall  
14 be designed in a manner that meets the following standards:

15 a. Within and contiguous to parking areas, landscaping shall emphasize the use of  
16 shade trees to provide a tree canopy, provide separation between parking spaces  
17 to avoid large expanses of parking and minimize the visibility of parking areas  
18 from off-site. Suitable locations for shade trees include along walkways, in center  
19 islands, in between parking spaces and clustered in appropriate locations.

20 b. A landscaped strip of at least twenty (20) feet shall be provided parallel to the  
21 road, which may be crossed by driveways and sidewalks. Form, location, and  
22 composition of the landscaped strip shall be shown on the site plan and approved  
23 by the ~~Board of Adjustment~~Development Review Board.

24 (4) **Rural Residential and Compact Residential Districts.** Within the Rural  
25 Residential and Compact Residential Districts, development shall be designed in  
26 accordance with the following standards:

27 a. Development shall be designed to minimize loss of agricultural land and natural  
28 habitat, impact on water quality, and diminishment of the scenic and rural  
29 qualities of the site as experienced both on-site and from other vantage points in  
30 the Town.

31 b. Access roads, driveways and utility corridors shall be shared to the extent  
32 feasible; and, where sites include linear features such as existing roads, tree lines,  
33 stone walls, and/or fence lines, shall follow these features to the extent feasible in  
34 order to minimize the loss of productive agricultural and forest land, and to avoid  
35 physical and visual impacts.

36 (5) **Forest Reserve District.** Development within the Forest District should not detract  
37 from the site's scenic qualities, nor obstruct significant views from public vantage  
38 points, and should blend in with the existing landscape. Development shall take into  
39 consideration existing contours and forest cover to ensure that adequate  
40 opportunities exist for the siting and natural screening of development to minimize  
41 site disturbance and visual impacts. The Board may require the submission of a  
42 visual impact assessment for conditional uses within this district, and/or require  
43 additional screening of structures consistent with the natural and built environment.

44 **Section 5.3 Flood Hazard Review**

1 (A) **Applicability.** These regulations shall apply to the Special Flood Hazard Area in and on  
2 the most current flood insurance studies and maps published by the Department of  
3 Homeland Security, Federal Emergency Management Agency, National Flood Insurance  
4 Program, as provided by the Secretary of the Agency of Natural Resources pursuant to 10  
5 V.S.A. Chapter 32 Section 753, which are hereby adopted by reference and declared to be  
6 part of these regulations. Flood Hazard Area Review standards shall apply to all new  
7 construction, the substantial improvement of existing buildings, and other allowed  
8 development as determined from the underlying zoning district which falls within the  
9 Flood Hazard Area Overlay District. Such development is subject to review under  
10 Section 5.3. In the event a use is subject to conditional use review under Section 5.2 and  
11 flood hazard area review, the Board of Adjustment may conduct both review processes  
12 concurrently. A permit is required from the Zoning Administrator for all development in  
13 all areas defined in Table 2.8 of these bylaws. Development that requires conditional use  
14 approval, non-conforming use approval, or a variance from the Development Review  
15 Board under these regulations must have such approvals prior to the issuance of a permit  
16 by the Zoning Administrator. Any development subject to municipal jurisdiction in the  
17 designated hazard areas shall meet the criteria of 5.3(G) and 5.3(H). Any permit issued  
18 will require that all other necessary permits from State and Federal Agencies have been  
19 received before work may begin.<sup>20</sup>

20 (B) **Warning of Disclaimer of Liability.** This bylaw does not imply that land outside of the  
21 areas covered by this bylaw will be free from flood damages. This regulation shall not  
22 create liability on the part of the Town of Hardwick, or any municipal official or  
23 employee thereof, for any flood damages that result from reliance on this regulation, or  
24 any administrative decision lawfully made hereunder.

25 (C) **Permitted Development.** For the purposes of review under these regulations, the  
26 following development activities in the Special Flood Hazard Area where outside of the  
27 Floodway, and meeting the Development Standards in Sections 5.3(G), require only an  
28 administrative permit from the Zoning Administrator:

- 29 1. Non-substantial improvements;
- 30 2. Small Accessory structures of 500 square feet or less;
- 31 3. Development related to on-site septic or water supply systems;
- 32 4. Building utilities;
- 33 5. At-grade parking for existing buildings;
- 34 6. Recreational vehicles; and-
- 35 7. New or replacement storage tanks for existing structures.

36 (D) **Conditional Use Review.** Conditional use review and approval by the Development  
37 Review Board is required prior to the issuance of a permit by the Zoning Administrator  
38 for the following development activities:

- 39 1. New structures
- 40 2. Substantial improvement, elevation, relocation, or flood proofing of existing

---

<sup>20</sup> To participate in the NFIP, the Code of Federal Regulations requires that communities assure that all other permits have been secured. 44 CFR 60.3(a) (2)

1 structures;

2 3. Improvements to existing structures in the floodway;

3 4. Grading, excavation; or the creation of a pond;

4 5. Improvements to existing roads;

5 6. Bridges, culverts, channel management activities, or public projects which are  
6 functionally dependent on stream access or stream crossing;

7 9. Public utilities;

8 (E) **Application.** An application for development shall include:

9 (1) Where applicable, a site plan that depicts the proposed development, all water  
10 bodies, Special Flood Hazard Areas, floodways, any existing and proposed  
11 drainage, any proposed fill, and pre and post development grades, and the elevation  
12 of the proposed lowest floor, as referenced to the same vertical datum as the  
13 elevation on the current Flood Insurance Rate Maps;

14 (2) A Vermont Agency of Natural Resources Project Review Sheet shall identify all  
15 State and Federal agencies from which permit approval is required for the proposal,  
16 and shall be filed as a required attachment to the municipal permit application. The  
17 identified permits, or letters indicating that such permits are not required, shall be  
18 submitted to the Zoning Administrator and attached to the permit before work can  
19 begin.<sup>21</sup>

20 (F) **Referrals.**

21 1. Upon receipt of a complete application for a substantial improvement or new  
22 construction, the Zoning Administrator shall submit a copy of the application and  
23 supporting information to the State National Flood Insurance Program (NFIP)  
24 Coordinator at the Vermont Agency of Natural Resources, in accordance with 24  
25 V.S.A. §4424. A permit may be issued only following receipt of comments from  
26 the Agency, or the expiration of 30 days from the date the application was mailed to  
27 the Agency, whichever is sooner.<sup>22</sup>

28 2. If the applicant is seeking a permit for the alteration or relocation of a watercourse,  
29 copies of the application shall also be submitted to the adjacent communities, the  
30 Stream Alteration Engineer at the Vermont Agency of Natural Resources, and the  
31 Army Corps of Engineers. Copies of such notice shall be provided to the State  
32 National Flood Insurance Program (NFIP) Coordinator at the Vermont Agency of  
33 Natural Resources, Department of Environmental Conservation. A permit may be  
34 issued only following receipt of comments from the Vermont Agency of Natural  
35 Resources, or the expiration of 30 days from the date the application was mailed to  
36 the Vermont Agency of Natural Resources, whichever is sooner. The Board should  
37 consider comments from the NFIP Coordinator at ANR.

38  
39 (B) **Review Procedure.** The Board of Adjustment shall schedule a public meeting to

---

<sup>21</sup> This is the easiest way to document compliance with 44 CFR 60.3(a)(2).

<sup>22</sup> This section is required by 24 VSA 4424

1 consider the application submitted to determine whether said application is complete and,  
2 upon finding the application to be complete, to determine whether the proposed use or  
3 structure conforms to the flood hazard review standards set forth below. The Board of  
4 Adjustment shall act to approve, approve with conditions, or disapprove any application  
5 within 60 days of the date on which a completed application is received, and shall issue a  
6 written decision, to include findings, any conditions, and provisions for appeal. Failure to  
7 act within 60 days of receipt of the completed application shall be deemed approval.

8 **(CG) General Standards~~Development Standards~~ – Special Flood Hazard Area.** The Board  
9 of Adjustment may consider and impose appropriate safeguards, modifications and  
10 conditions for development within the Flood Hazard Area Overlay District in accordance  
11 with the following standards:

12 ~~(1) Development within floodways is prohibited unless a registered professional~~  
13 ~~engineer certifies that the proposed development will not result in any increase in~~  
14 ~~flood levels during the occurrence of the base flood. Junkyards and storage facilities~~  
15 ~~for floatable materials, chemicals, explosives, flammable liquids, or other~~  
16 ~~hazardous or toxic materials, are specifically prohibited within the floodway.~~

17 ~~(2) All development shall be designed to minimize flood damage to the proposed~~  
18 ~~development and to public facilities and utilities; and to provide adequate drainage~~  
19 ~~to reduce exposure to flood hazards.~~

20 ~~(3) Structures shall be:~~

21 ~~a. reasonably safe from flooding;~~

22 ~~a.b. designed, operated, (~~or maintained,~~ modified,) and adequately anchored to prevent~~  
23 ~~flotation, collapse, or lateral movement of the structure ~~during the occurrence of~~~~  
24 ~~the base flood;~~

25 ~~b.c. constructed with materials resistant to flood damage;~~

26 ~~e.d. constructed by methods and practices that minimize flood damage; and~~

27 ~~e. be constructed with electrical, heating, ventilation, plumbing and air conditioning~~  
28 ~~equipment and other service facilities that are designed and/or located so as to~~  
29 ~~prevent water from entering or accumulating within the components during~~  
30 ~~conditions of flooding;~~

31 ~~f. adequately drained to reduce exposure to flood hazards;~~

32 ~~g. located so as to minimize conflict with changes in channel location over time and~~  
33 ~~the need to intervene with such changes; and~~

34 ~~h. required to locate any fuel storage tanks (as needed to serve a building in the~~  
35 ~~Special Flood Hazard Zone) a minimum of one foot above the base flood~~  
36 ~~elevation and be securely anchored to prevent flotation, or storage tanks may be~~  
37 ~~placed underground, if securely anchored as certified by a qualified~~  
38 ~~professional.<sup>23</sup>~~

39 ~~(2) In Zones AE, AH, and A1-30, where base flood elevations and or floodway limits~~  
40 ~~have not been determined, development shall not be permitted unless it is~~  
41 ~~demonstrated that the cumulative effect of the proposed development, when~~

---

<sup>23</sup> The language here reflects the requirements in 44 CFR 60.3(a)(3)-(4).

1 combined with all other existing and anticipated encroachment, will not increase the  
2 base flood elevation by more than 1.00 foot at any point within the community. The  
3 demonstration must be supported by technical data that conforms to standard  
4 hydraulic engineering principles and certified by a registered professional  
5 engineer.<sup>24</sup>

6 (3) All new or substantially improved structures in Zones A, A1-30, AE, and AH shall  
7 be located such that the lowest floor is at or above the base flood elevation, and this  
8 must be documented, in as-built condition, with a FEMA Elevation Certificate.<sup>25</sup>

9 (4) New or substantially improved non-residential structures shall:

10 a. Meet the standards in 5.3(G)(3); or,

11 b. Have the lowest floor, including basement, together with attendant utility and  
12 sanitary facilities be designed so that at or above the base flood elevation, the  
13 structure is watertight with walls substantially impermeable to the passage of  
14 water and with structural components having the capability of resisting  
15 hydrostatic and hydrodynamic loads and effects of buoyancy; A permit for flood  
16 proofing shall not be issued until a registered professional engineer or architect  
17 has reviewed the structural design, specifications and plans, and has certified that  
18 the design and proposed methods of construction are in accordance with accepted  
19 standards of practice for meeting the provisions of this subsection.<sup>26</sup>

20 (445) Fully enclosed areas below grade on all sides (including below grade crawlspaces  
21 and basements) are prohibited.

22 (6) ~~All new construction and substantial improvements with f~~Fully enclosed areas ~~that~~  
23 are above grade, below the lowest floor, below the base flood elevation, that are  
24 subject to flooding shall:

25 a. be solely used for parking of vehicles, storage, or building access, and such  
26 condition shall be clearly stated on any permits; and

27 a.b. ~~b~~be designed to automatically equalize hydrostatic flood forces on exterior walls  
28 by allowing for the entry and exit of floodwaters. Designs for meeting this  
29 requirement must either be certified by a registered professional engineer or  
30 architect or meet or exceed the following minimum criteria: a minimum of two  
31 openings having a total net area of not less than one square inch for every square  
32 foot of enclosed area subject to flooding shall be provided. The bottom of all  
33 openings shall be no higher than one foot above grade. Openings may be  
34 equipped with screens, louvers, valves or other cover coverings or devices  
35 provided that they permit the automatic entry and exit of floodwaters.

36 (127) ~~Recreational Vehicles or job site trailers placed on sites within Zones A1-A30, AH~~  
37 ~~and AE, as designated on the FIRM maps, shall either (1) be on the site for fewer~~  
38 ~~than 180 consecutive days, (2) be fully licensed and ready for highway use, or (3)~~

---

<sup>24</sup> 44 CFR 60.3(c)(10)

<sup>25</sup> Elevation to the Base flood elevation is a Minimum requirement, but applicants should be aware that they will not receive breaks on insurance premiums unless the structures are elevated ABOVE the BFE.

<sup>26</sup> FEMA requires flood proofing of non-residential structures just to the base flood elevation. However, the state model regulations recommend two feet above the BFE as a best practice. Also, applicants should be aware that they will receive no breaks on insurance premiums unless they floodproof ABOVE the BFE.

1 meet all standards of Section 60.3(b)(1) of the National Flood Insurance Program  
2 Regulations and the elevation and anchoring requirements for “manufactured  
3 homes” of Section 60.3(c)(6).<sup>27</sup>

4 ~~(138) Accessory Structures: An accessory structure that represents a minimal investment~~  
5 ~~may be built below BFE provided the structure:~~

6 ~~— Shall not be used for human habitation;~~

7 ~~— Shall be designed to have low flood damage potential;~~

8 ~~— Shall be constructed and placed on the building site so as to offer the minimum~~  
9 ~~resistance to the flow of floodwaters;~~

10 ~~— Shall be firmly anchored to prevent flotation which may result in damage to other~~  
11 ~~structures; and~~

12 ~~Shall have service facilities such as electrical and heating equipment elevated or flood~~  
13 ~~proofed. (Source: FMA memo dated July 13, 1977.)~~ A small accessory structure of  
14 500 square feet or less that represents a minimal investment need not be elevated to  
15 the base flood elevation, provided the structure is placed on the building site so as  
16 to offer the minimum resistance to the flow of flood waters and meet the  
17 requirements of 5.3(G)(6).<sup>28</sup>

18 (49) New and replacement water supply and sanitary sewage systems shall be designed  
19 to minimize or eliminate the infiltration of flood waters into the systems and  
20 discharges from the systems into flood waters.

21 (10) On-site waste disposal systems shall be located to avoid impairment to them or  
22 contamination from them during flooding.

23 ~~(511) The flood carrying and sediment transport -capacity within any altered or relocated~~  
24 ~~portion of a watercourse shall be maintained, and any alteration or relocation shall~~  
25 ~~not result in any decrease of stream stability.~~

26 ~~(6) On-site waste disposal systems shall be located to avoid impairment to them or~~  
27 ~~contamination from them during flooding.~~

28 (12) Bridges and culverts, which by their nature must be placed in or over the stream,  
29 must have a stream alteration permit from the Agency of Natural Resources where  
30 applicable.

31 (13) Subdivisions and planned unit developments must be accessible by dry land access  
32 outside the Special Flood Hazard Area.<sup>29</sup>

33 ~~(714) New and replacement manufactured homes shall be elevated on properly compacted~~  
34 ~~fill such that the top of the fill (the pad) under the entire manufactured home is~~  
35 ~~above the base flood elevation or placed on a permanent foundation so that the~~  
36 ~~lowest floor is elevated to or above the base flood elevation.~~

37 ~~(8) The lowest floor, including basement, of all new buildings shall be at or above the~~  
38 ~~base flood elevation.~~

---

<sup>27</sup> Just FYI 44 CFR doesn't specify job site trailers. This was already in your bylaw.

<sup>28</sup> Applicants should know that these structures are not insurable.

<sup>29</sup> Not necessarily in 44 CFR 60.3, but certainly is common sense.

1 (9) ~~Existing buildings to be substantially improved for residential purposes shall be~~  
2 ~~modified or elevated to meet the requirements of subsection (8).~~

3 ~~(10) Existing buildings to be substantially improved for nonresidential purposes shall~~  
4 ~~either meet the requirements of subsection (8), or be designed to be watertight~~  
5 ~~below the base flood elevation with walls substantially impermeable and with~~  
6 ~~structural components having the capability of resisting hydrostatic and~~  
7 ~~hydrodynamic loads and effects of buoyancy. A permit for a building proposed to~~  
8 ~~be flood proofed shall not be issued until a registered professional engineer or~~  
9 ~~architect has reviewed the structural design, specifications, and plans, and has~~  
10 ~~certified that the design and proposed methods of construction are in accordance~~  
11 ~~with accepted standards of practice for meeting the provisions of this subsection.~~

12 ~~(11) All new construction and substantial improvements with fully enclosed areas below~~  
13 ~~the lowest floor that are subject to flooding shall be designed to automatically~~  
14 ~~equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit~~  
15 ~~of floodwaters. Designs for meeting this requirement must either be certified by a~~  
16 ~~registered professional engineer or architect or meet or exceed the following~~  
17 ~~minimum criteria: a minimum of two openings having a total net area of not less~~  
18 ~~than one square inch for every square foot of enclosed area subject to flooding shall~~  
19 ~~be provided. The bottom of all openings shall be no higher than one foot above~~  
20 ~~grade. Openings may be equipped with screens, louvers, valves or other cover~~  
21 ~~coverings or devices provided that they permit the automatic entry and exit of~~  
22 ~~floodwaters.~~

23 ~~(12) Recreational Vehicles or job site trailers placed on sites within Zones A1 A30, AH~~  
24 ~~and AE, as designated on the FIRM maps, shall either (1) be on the site for fewer~~  
25 ~~than 180 consecutive days, (2) be fully licensed and ready for highway use, or (3)~~  
26 ~~meet all standards of Section 60.3(b)(1) of the National Flood Insurance Program~~  
27 ~~Regulations and the elevation and anchoring requirements for “manufactured~~  
28 ~~homes” of Section 60.3(c)(6).~~

29 ~~(13) Accessory Structures: An accessory structure that represents a minimal investment~~  
30 ~~may be built below BFE provided the structure:~~

31 ~~a. Shall not be used for human habitation;~~

32 ~~b.a. Shall be designed to have low flood damage potential;~~

33 ~~e.a. Shall be constructed and placed on the building site so as to offer the minimum~~  
34 ~~resistance to the flow of floodwaters;~~

35 ~~d.a. Shall be firmly anchored to prevent flotation which may result in damage to other~~  
36 ~~structures; and~~

37 ~~Shall have service facilities such as electrical and heating equipment elevated or flood~~  
38 ~~proofed. (Source: FMA memo dated July 13, 1977.)~~

39 (H) Development Standards – Floodway Areas

40 (1) Encroachments or development above grade and less than one foot above the base  
41 flood elevation, are prohibited unless hydrologic and hydraulic analyses are  
42 performed in accordance with standard engineering practice, by a registered  
43 professional engineer, certifying that the proposed development will:

1 a. Not result in any increase in flood levels (0.00 feet) during the occurrence of the  
2 base flood;<sup>30</sup>

3 b. Not increase any risk to surrounding properties, facilities, or structures from  
4 erosion or flooding.

5 (2) Public utilities may be placed underground, and the analyses may be waived, where  
6 a registered professional engineer certifies that there will be no change in grade and  
7 the utilities will be adequately protected from scour.

8 (1) **Nonconforming Structures and Uses.** The Development Review Board may, after  
9 public notice and hearing, approve the repair, relocation, replacement, or  
10 enlargement of a nonconforming structure within a flood hazard area provided that:

11 (1) The proposed development is in compliance with all the Development Standards in  
12 Section 5.3(G)-(H) of this bylaw;

13 (2) A nonconforming structure that is substantially damaged or destroyed may be  
14 reconstructed only in circumstances when the structure cannot be relocated to a less  
15 hazardous location on the parcel. The lowest floor of the reconstructed structure  
16 must be rebuilt to at or above the base flood elevation, and the structure must  
17 otherwise comply with all requirements of the National Flood Insurance Program;  
18 and

19 (3) An individual manufactured home lot in an existing manufactured home park that is  
20 vacated shall not be considered a discontinuance or abandonment of nonconformity.  
21 Replacement manufactured homes must be placed so as to meet the development  
22 standards in this bylaw.

#### 23 **Section 5.4 Planned Unit Development**

24 ~~(CA)~~ **Applicability.** Planned Residential Unit Development (PRD/PUD) review procedures  
25 and standards may be applied by the Board of Adjustment/Development Review Board in  
26 accordance with Section 5.4 at the request of the applicant for any parcel which meets the  
27 minimum lot size for the district within which it is located.

28 ~~(AB)~~ **Purpose.** In accordance with the Act [§4417], Planned Residential Developments  
29 (PRDs)/PUDs are permitted in all zoning districts to allow for innovative and flexible  
30 design and development that will promote the most appropriate use of land, and  
31 specifically achieve one or more of the following objectives:

32 (1) increase density, reduce lot size and/or facilitate the adequate and economical  
33 provision of streets and utilities to provide housing in a cost effective manner;

34 (2) cluster residential development to preserve and maintain open space;

35 (3) protect significant natural, cultural or scenic features as identified in the Hardwick  
36 Town Plan, or through site investigation; and/or,

37 (4) allow for creative design and layout of development, an efficient use of land, and to  
38 provide for the integrated mix of housing types.

39 ~~(BC)~~ **Review Procedure.**

40 (1) A PRD/proposed PUD that requires a subdivision of land shall be reviewed

---

<sup>30</sup> 44 CFR 60.3(d)(3)

1 ~~concurrently with a~~ Major Subdivision Review ~~procedures~~ as set forth in Section  
2 6.3. ~~Nevertheless, review and approval of a PUD involving the development of one~~  
3 ~~or more conditional uses under this Section shall not exempt the proposed~~  
4 ~~development from review under Section 5.2. The Development Review Board may~~  
5 ~~review and approve one or more conditional uses concurrently with granting PUD~~  
6 ~~approval, or may require the submission of a conditional use application subsequent~~  
7 ~~to PUD approval.~~

8 (2) ~~A proposed PUD that requires no subdivision of land shall be reviewed as a~~  
9 ~~conditional use, as set forth in Section 5.2.~~

10 (3) In addition to the application requirements specified under Section 6.3 ~~or 5.2~~, an  
11 application for ~~PRDPUD~~ approval shall include a statement describing all proposed  
12 modifications, changes or supplements to existing bylaw requirements.  
13 Modifications of these bylaws approved by the ~~Board of Adjustment~~~~Development~~  
14 ~~Review Board~~ shall be noted in writing and appended to a plat depicting the project  
15 to be filed in the Hardwick Land Records. All other provisions of these bylaws not  
16 specifically modified shall remain in effect and be applicable to the project.

17 ~~(C) — Coordination with Conditional Use Review. Review and approval of a PRD involving~~  
18 ~~the development of one or more conditional uses under this Section shall not exempt the~~  
19 ~~proposed development from review under Section 5.2. The Board of Adjustment may~~  
20 ~~review and approve one or more conditional uses concurrently with granting PRD~~  
21 ~~approval, or may require the submission of a conditional use application subsequent to~~  
22 ~~PRD approval.~~

23 (D) **General Standards.** The modification of zoning regulations by the ~~Board of~~  
24 ~~Adjustment~~~~Development Review Board~~ may be permitted in accordance with the  
25 following standards:

26 (1) The ~~PRDPUD~~ shall be consistent with the Hardwick Town Plan and all other  
27 applicable municipal regulations and ordinances currently in effect. The ~~PRDPUD~~  
28 shall also meet all local and state regulations for sewage disposal and the protection  
29 of water quality.

30 (2) The ~~PRDPUD~~ shall represent an effective and unified treatment of the development  
31 site, including provisions as appropriate for the preservation or protection of surface  
32 and ground waters; wetland, stream bank, floodplain and lake shore areas;  
33 significant topographic features, including hilltops and ridgelines; areas of steep  
34 slope or shallow soil; significant resource lands, including agricultural and forest  
35 land; historic or archaeological sites and structures; natural and critical habitat  
36 areas; and open spaces, including scenic views and vistas.

37 (3) The ~~Board of Adjustment~~~~Development Review Board~~ may allow for a greater  
38 concentration or intensity of development within some section(s) of the  
39 development than in others, on individual lots which are smaller than the minimum  
40 lot size for the district within which the ~~PRDPUD~~ is located, provided that there is  
41 an offset by a lesser concentration in other sections, including the reservation of no  
42 less than 50% of the remaining land as open space.

43 (4) The minimum front, side and rear yard setbacks at the periphery of the ~~PRDPUD~~  
44 shall be as dictated for the particular district unless otherwise specified by the  
45 ~~Board of Adjustment~~~~Development Review Board~~. The Board may allow other

1 setback standards, such as zero setbacks from lot lines, as part of PRDPUD  
2 approval.

3 (5) Provision shall be made for the preservation of open space. Preserved open space  
4 shall be dedicated, either in fee or through a conservation easement to the Town, a  
5 community association comprising all of the present and future owners of lots or  
6 dwellings in the project, or a non-profit land conservation organization. The Board  
7 of AdjustmentDevelopment Review Board shall approve such easement. Preserved  
8 open space may remain in single ownership, subject to easement conditions and  
9 appropriate land management (e.g., forestry, agriculture). Land held in common  
10 shall be subject to appropriate deed restrictions stipulating the permitted and  
11 restricted use of such lot, and establishing the person or entity responsible for  
12 maintenance and long term stewardship. The Board shall approve the location, size  
13 and shape of lands set aside to be preserved for open space in accordance with the  
14 following:

- 15 a. Open space land shall provide for the protection of identified resources, including  
16 farmland, productive forest, wildlife habitat, natural areas, aquifer protection  
17 areas, surface waters, stream banks, historic and archaeological sites, and scenic  
18 views and vistas;
- 19 b. Designated open space may include the portion of a single lot which is  
20 characterized by one or more of the above referenced features, or may encompass  
21 the contiguous boundaries of the above referenced feature located on multiple  
22 lots;
- 23 c. The location, shape, size and character of the open space shall be suitable for its  
24 intended use. Generally, open space shall be at least 50% of the total area for  
25 projects involving a parcel(s) of twenty-five (25) acres or more. For smaller  
26 parcels, open space should be in proportion to the size and scope of the project,  
27 and its intended use;
- 28 d. Open space shall be suitably improved and/or maintained for its intended use,  
29 except for open space containing natural or cultural resources worthy of  
30 preservation that may be required to be left unimproved. Provisions shall be made  
31 to enable lands designated for agriculture and forestry to be used for these  
32 purposes. The Board as appropriate may require management plans for forests  
33 and/or wildlife habitat;
- 34 e. Open space land shall be located so as to conform with and extend existing and  
35 potential open space lands on adjacent parcels; and
- 36 f. Sewage disposal areas and utility and road rights-of-way or easements, access and  
37 parking areas shall not be counted as open space areas, except where the applicant  
38 can prove, to the satisfaction of the Board, that they will in no way disrupt or  
39 detract from the values for which the open space is to be protected.

40 (6) The total number of dwelling units shall not exceed that which would be permitted in the  
41 Board of AdjustmentDevelopment Review Board's judgement if the parcel were  
42 subdivided into buildable lots in conformance with the district minimum lot area required  
43 for single family dwellings. However, the number of dwelling units allowed in a  
44 PRDPUD may, at the discretion of the Board of AdjustmentDevelopment Review Board,  
45 be increased in accordance with the following:

- 1 a. The Board may grant a density increase of up to 25% of the allowable number of  
2 units in instances in which a significant portion (50% or greater) of the site is  
3 preserved as open space and/or the Board determines that the ~~PRDPUD~~ reflects  
4 an exceptional site design that will result in the preservation of important natural  
5 resources and the creation such amenities as pedestrian paths, parkland and/or  
6 playgrounds; or
- 7 b. The Board may grant a density increase of up to 50% of the allowable number of  
8 units in instances in which not less than 50% of the total number of dwelling units  
9 created are affordable housing units, as defined in Article 8.

10 (7) Where a district boundary line divides a parcel, the ~~Board of~~  
11 ~~Adjustment~~Development Review Board may allow the development of a single  
12 ~~PRDPUD~~ with a total density based on the combined allowable density of each  
13 district.

14 (8) Two (2) or more contiguous parcels under the ownership or control of the applicant  
15 may be combined for review as a ~~PRDPUD~~. The permitted density on one parcel  
16 may be increased as long as the overall density for the combined parcels does not  
17 exceed that which could be permitted, in the ~~Board of Adjustment~~Development  
18 Review Board's judgement, if the land were subdivided into lots in conformance  
19 with district regulations.

20 (9) A ~~PRDPUD~~ shall include only residential uses and associated accessory structures  
21 and uses allowed within the district in which the ~~PRDPUD~~ is located. The dwelling  
22 units permitted may, at the discretion of the ~~Board of Adjustment~~Development  
23 Review Board, be of varied types, including single-family, two-family, or multi-  
24 family construction, and may be attached or detached.

25 (E) **District Standards.** Within the Rural Residential and Forest Reserve Districts, dwellings  
26 may be comprised of one or more state licensed residential care home serving not more  
27 than 6 persons who are developmentally disabled or handicapped, and such dwellings  
28 may be clustered so that they are located within 1,000 feet of each other in accordance  
29 with the standards set forth in this Section and the approval of the ~~Board of~~  
30 ~~Adjustment~~Development Review Board under Section 5.2.

### 31 **Section 5.5 Local Act 250 Review**

32 (A) Applicability. In according with 24 V.S.A. §4420, the Development Review Board is  
33 hereby authorized to undertake local Act 250 review of municipal impacts of all Act 250  
34 permits in the Town of Hardwick unless ALL of the following conditions apply:

35 (1) The applicant can establish to the satisfaction of the Development Review Board  
36 that the applicant relied on a determination by the Natural Resource's Board local  
37 district coordinator that Act 250 jurisdiction did not apply to the development in  
38 question and, based on that reliance, the applicant obtained local permits without  
39 complying with the requirement for local Act 250 review.

40 (2) The Natural Resource Board's local district coordinator's jurisdictional ruling was  
41 later reconsidered or overturned on appeal, with the result that Act 250 jurisdiction  
42 does apply to development in question.

43 (3) The Development Review Board waives its local Act 250 review jurisdiction in the  
44 interest of fairness to the applicant. Determination by the Development Review

1 Board to waive local Act 250 review jurisdiction shall not be subject to review.

2 (B) MAPA. The Development Review Board shall hear applications for local Act 250 review  
3 of municipal impacts at a public hearing warned in accordance with Section 7.6(C) and  
4 pursuant to the procedures established under 24 V.S.A. Chapter 36 (the Municipal  
5 Administrative Procedures Act).

6 (C) Review criteria. At the Development Review Board's local Act 250 hearing, the applicant  
7 shall provide, at the minimum, all of the information related to Act 250 Criteria 6, 7, and  
8 10, and shall demonstrate to the satisfaction of the DRV that the proposed development:

9 (1) will not cause an unreasonable burden on the ability of the Town of Hardwick to  
10 provide educational services (criterion 6);

11 (2) will not cause an unreasonable burden on the ability of the Town of Hardwick to  
12 provide municipal or governmental services (criterion 7); and

13 (3) is in conformance with the duly adopted Town Plan (criterion 10).

#### 14 **Section 5.6 Review Procedures**

15 ~~Review Procedures~~—At the time an application is deemed complete, the ~~Board of~~  
16 ~~Adjustment~~Development Review Board shall schedule a public hearing, warned in accordance  
17 with Section 7.6(C). The Board may recess the hearing (adjourn to a time and date) as needed to  
18 allow for the submission of testimony and evidence by the applicant or other interested parties.  
19 The Board shall act to approve, approve with conditions, or deny an application ~~for a conditional~~  
20 ~~use~~ within ~~60-45~~ days<sup>31</sup> of the date of adjournment of the final public hearing. The written  
21 decision shall include findings, any conditions of approval or reasons for denial, and provisions  
22 for appeal to the Environmental Court. The failure of the Board to act within this ~~60-45~~ day  
23 period shall be deemed and shall be effective on the 46<sup>th</sup> day.

---

<sup>31</sup> 24 V.S.A. 4464(b)(1) specifies 45 days, not 60 days.

## ARTICLE 6. SUBDIVISION REVIEW

### Section 6.1 Applicability

(A) Whenever any subdivision of land is proposed, subdivision review and approval is required prior to:

- conveying or leasing of a subdivided parcel,
- grading, clearing, construction or installation of subdivision site improvements,
- applying for a zoning permit for the development of any subdivided parcel, or
- filing a subdivision plat in the land records of the town.

**Subdivision of Land:** The division of any parcel of land into two or more parcels for the purpose of sale, transfer, lease or development. The term includes the resubdivision of a previously subdivided parcel, and the development of a parcel as a planned residential development.

Such approval shall be granted by the Zoning Administrator or ~~Planning Commission~~ Development Review Board in accordance with the procedures and standards set forth below.

(B) **Exemptions.** The following are specifically exempted from subdivision review under this article:

- (1) parcels leased for agricultural or forestry purposes where no permanent roads or structures are established,
- (2) rights-of-way or easements which do not result in the subdivision of land, and
- (3) boundary adjustments between existing parcels which do not create new or nonconforming lots.

(C) **Minor & Major Subdivisions.** For the purposes of these regulations, subdivisions of land are defined as “minor” or “major” subdivisions, as follows:

- (1) **Minor subdivisions**, to be reviewed by the Zoning Administrator under Section 6.2 include:
  - a. the subdivision of land, or the resubdivision of a previously subdivided parcel, which results in the creation of a total of three or fewer lots within any five year period, regardless of any change in ownership; or
  - b. an amendment to an approved subdivision which does not substantially alter the subdivision, nor result in the creation of a major subdivision.
- (2) **Major subdivisions**, to be reviewed by the ~~Planning Commission~~ Development Review Board under Section 6.3 include:
  - a. the subdivision of land, or the resubdivision of a previously subdivided parcel (e.g., a minor subdivision) which results in the creation of a total of four or more lots within any five year period and/or involves the construction of a new road;
  - b. an amendment to an approved subdivision which substantially alters the subdivision or conditions of approval, or which results in the creation of a major subdivision or a new road;

- c. a ~~planned residential development~~planned unit development; and
- d. the creation of a lot which does not meet minimum frontage or access requirements, which is subject to approval under Section 3.3.

(D) **Coordination with ~~Planned Residential Development~~Planned Unit Development Review.** Applications for ~~planned residential development~~planned unit developments (PRDs) shall be reviewed concurrently by the ~~Planning Commission~~Development Review Board as major subdivisions in accordance with Section 6.3 and associated PRD requirements under Article 5.4.

## Section 6.2 Minor Subdivision Review

- (A) **Zoning Permit Requirement.** A zoning permit issued by the Zoning Administrator in accordance with Section 7.1 is required for all minor subdivisions. The zoning permit issued for a minor subdivision under these regulations shall be separate from the zoning permit issued for the subsequent development of a subdivided parcel, and shall be identified as such; however zoning permits may be issued by the Zoning Administrator concurrently for the minor subdivision of land, and for the subsequent development of a subdivided parcel. ~~Any decision or act of the Zoning Administrator with regard to a minor subdivision may be appealed to the Board of Adjustment in accordance with Section 7.3. In acting on any such appeal, the Board may determine whether major subdivision review by the Planning Commission~~Development Review Board ~~under Section 6.3 is required.~~
- (B) **Review Criteria.** The zoning permit application for a minor subdivision shall include information required for sketch plans, as specified in Table 6.1. The Zoning Administrator shall review the sketch plan to determine whether all proposed lots, including any retained lot, comply with applicable lot size, setback, and access requirements under these regulations.

**TABLE 6.1 SUBDIVISION APPLICATION REQUIREMENTS**

<b>(A) Application Information</b>	<b>Sketch</b>	<b>Final</b>
Application Form [number of copies]	<b>One [original]</b>	<b>Three [2 copies]</b>
Application Fee [to be set by Selectboard]		Y
Name of project, if any	Y	Y
Name, address of applicant [landowner and/or subdivider]	Y	Y
Written description of proposed development plans, including: Number and size of lots, intended use, general timing of development	Y	Y
Waiver request, in writing [optional]	Y	
<del>Names, addresses of all adjoining property owners</del>		?
<b>(B) Plan/Plat Mapping Requirements</b>	<b>Sketch</b>	<b>Final Plat</b>
Material	Paper	Mylar
Preparer Information, Certifications		Y
Scale	To scale noted	Min. 1" = 100'
Date, North Arrow, Legend	Y	Y
Project boundaries and property lines;	Drawn	Surveyed
Existing and proposed lot lines, dimensions	Drawn	Surveyed
Adjoining land uses, roads and drainage	Y	Y
Zoning district designations and boundaries	Y	Y
The location of natural and physical features located on the site, including buildings; roads, driveways and parking areas; fences and walls; watercourses; wetlands; areas of slope in excess of 20%; and a general indication of land cover, including forested areas and land in current or recent (prior 3 years) agricultural production	Y [General Locations]	Y [Specifically Delineated Areas]
Existing and proposed elevations, contour lines within 50 feet of any proposed excavation/grading		5' interval
Existing and proposed roads, paths, common or shared parking areas, associated rights-of- way or easements	Drawn	Surveyed
Proposed building envelopes (if required)		Y
Proposed utilities, water and wastewater systems and associated rights-of-way or easements	Y	Y
Road profiles; road, intersection and parking area geometry and construction schematics		Y
Proposed landscaping and screening		Y
Proposed conservation buffer and/or open space easement areas		Y
Monument locations		Y
<b>(C) Supporting Information &amp; Documentation</b>	<b>Sketch</b>	<b>Final</b>
Site location map showing proposed subdivision in relation to major roads, drainage ways, and adjoining properties	Y	Y
Statement of compliance with town plan and applicable local regulations	Y	Y

Engineering reports (water and wastewater systems)	Y	Y
Existing and proposed traffic generation rates, volumes		Documented
Off-site easements (e.g., for water, wastewater, access)	Description	Final
Proposed phasing schedule	Description	Final
Proposed covenants and/or deed restrictions	Description	Final
Proposed homeowner or tenant association or agreements	Description	Final
Proposed performance bond or surety		Final
<b>(D) As may be required by the <del>Planning Commission</del>Development Review Board</b>		
Stormwater and erosion control plan		As required under sketch plan or preliminary approval
Grading plan (showing proposed areas of cut and fill)		
Open space management plan		
Site reclamation plan (for subdivisions involving extraction)		
Traffic impact analysis (current and proposed traffic volumes, capacities, levels of service, proposed improvements)		
Fiscal impact analysis (analysis of fiscal costs and benefits to the town)		
Historic or archeological assessment		
Environmental impact assessment (analysis of potential environmental impacts, proposed mitigation measures)		
Other		

1 **Section 6.3 Major Subdivision Review**

2 (A) **Subdivision Approval Requirement.** The ~~Planning Commission~~Development Review  
3 ~~Board~~ shall review all major subdivisions ~~in accordance with the Act [§4418] and these~~  
4 ~~regulations~~. Subdivision approval, rather than a zoning permit, shall be required for a  
5 major subdivision. An application for subdivision approval shall be made on forms  
6 provided by the ~~Commission Board~~ and filed with the ~~Planning~~  
7 ~~Commission~~Development Review Board Secretary.

8 (B) **Waiver Authority.** Pursuant to the Act [§4418] the ~~Planning Commission~~Development  
9 ~~Review Board~~ may waive application requirements as specified in Table 6.1, or  
10 subdivision standards under Sections 6.5, 6.6 and/or 6.7 which, in its judgment:

- 11 (1) are not requisite in the interest of public health, safety, and general welfare;
- 12 (2) are inappropriate due to the inadequacy or lack of connecting facilities adjacent to  
13 or in proximity to the subdivision; or
- 14 (3) would unnecessarily add to the cost of an affordable housing development as  
15 defined in Article ~~108~~.2.

16 The request for a waiver shall be submitted in writing by the applicant with the subdivision  
17 application. It shall be the responsibility of the applicant to provide sufficient information to  
18 justify the waiver or variance, and enable the ~~Commission Development Review Board~~ to reach  
19 a decision. In granting waivers, the ~~Commission Board~~ may require such conditions that will, in  
20 its judgment, substantially meet the objectives of the requirements so waived or varied. No such  
21 waiver may be granted if it would have the effect of nullifying the intent and purpose of these  
22 regulations or other municipal ordinances or regulations currently in effect.

1 (C) **Sketch Plan Review.** Prior to the submission of an application for major subdivision  
2 review, the applicant may submit a sketch plan to the ~~Planning Commission~~Development  
3 Review Board Secretary for consideration by the ~~Planning Commission~~Board at a  
4 regularly scheduled ~~Commission Board~~ meeting. Sketch plan review is strongly  
5 recommended for all planned ~~residential-unit~~ developments.

6 (1) **Purpose.** The purpose of sketch plan review is to acquaint the ~~Planning~~  
7 ~~Commission~~Development Review Board with the proposed subdivision at an early  
8 stage in the design process, prior to the applicant incurring significant expense.  
9 Sketch plan review is intended to allow for an informal exchange of ideas, in which  
10 the applicant explores with the ~~Commission Board~~ subdivision design options that  
11 best meet the needs of the applicant and the requirements of these regulations.

12 (2) **Submission Requirements.** One original and seven copies of the sketch plan, to  
13 include information specified in Table 6.1, should be submitted to the ~~Planning~~  
14 ~~Commission~~Development Review Board at least 15 days prior to a regularly  
15 scheduled commission meeting.

16 (3) **Effect.** The ~~Planning Commission~~Development Review Board may offer comments  
17 and recommendations at the meeting or, within 30 days of the date of the meeting,  
18 provide comments and recommendations to the applicant in writing. Such  
19 comments are advisory and as such shall not constitute an appealable decision or  
20 action of the ~~Planning Commission~~Development Review Board, and shall not be  
21 binding on subsequent subdivision review.

22 (D) **Subdivision Review [Required].** The application for major subdivision review shall  
23 include one original and seven copies of the information for subdivision plan approval  
24 specified in Table 6.1, and any required fees. The application must also include, in  
25 writing, any requested waivers to be considered under Subsection (B) and the reasons for  
26 such waivers. The ~~Planning Commission~~Development Review Board shall consider the  
27 application in accordance with the following:

28 (1) **Public Hearing.** As required by the Act [§4463] within 45 days of the date  
29 submission of a complete application for major subdivision approval, the  
30 ~~Commission~~Development Review Board shall hold a public hearing on the  
31 application, warned in accordance with Section 7.6. In the event that the  
32 subdivision is located within 500 feet of a municipal boundary, copies of the  
33 hearing notice also shall be sent, at least 15 days prior to the hearing date, to ~~the~~  
34 ~~regional planning commission and to the~~<sup>32</sup>clerk of an adjacent municipality. After  
35 the hearing is convened the ~~Planning Commission~~Development Review Board may  
36 continue the hearing as needed to request and allow for the submission of additional  
37 information or studies to determine conformance with these regulations.

38 (2) **Final Approval.** As required by the Act [§4463], within 45 days of the date of  
39 adjournment of the public hearing, the ~~Planning Commission~~Development Review  
40 Board shall approve, approve with conditions or disapprove the subdivision plan  
41 and associated plat, based on a determination of the subdivision's conformance with  
42 review standards under Sections 6.5, 6.6 and 6.7.

---

<sup>32</sup> 24 VSA 4463 does not require notification of the regional planning commission, and I cannot think of a situation where NVDA would want a copy.

1 (3) **Performance Bonding.** For any subdivision that includes the construction of roads  
2 or other physical improvements, the ~~Planning Commission~~Development Review  
3 Board may require the subdivider to post a performance bond or other comparable  
4 surety to ensure completion of the improvements in accordance with approved  
5 specifications. In accordance with the Act [§4464(b)(6)], the term of a performance  
6 bond shall be fixed by the ~~Planning Commission~~Development Review Board for a  
7 period not to exceed three years, unless with the consent of the owner it is extended  
8 for an additional period not to exceed three years. If any required improvements  
9 have not been installed or maintained as provided, the bond shall be forfeited to the  
10 municipality which shall then use the proceeds to install and maintain covered  
11 improvements.

12 (4) **Effect.** Approval of the ~~Planning Commission~~Development Review Board of a  
13 major subdivision shall not be construed to constitute acceptance by the town of  
14 any street, easement, utility, park, recreation area or other open space shown on the  
15 final plat. Such acceptance may be accomplished only by an act of the Hardwick  
16 Selectboard, in accordance with state law for the laying out of public rights-of-way.

17 (E) **Recording & Amendment Requirements.**

18 (1) In accordance with the Act [§4463], within 180 days of the date of receipt of final  
19 subdivision approval under Subsection (D)(2), the subdivider shall file three copies  
20 of plan and final plat (one Mylar, two paper), signed by an authorized  
21 representative of the ~~Planning Commission~~Development Review Board, for  
22 recording in the land records of the town in conformance with the requirements of  
23 27 V.S.A. Chapter 17. Approval of subdivision plats not filed within ~~90~~180 days  
24 shall expire.<sup>33</sup>

25 (2) Notwithstanding (1) above, the Zoning Administrator may extend the deadline for  
26 filing the plat by 90 days, if the subdivider can demonstrate that final local or state  
27 permits or approvals are still pending.<sup>34</sup>

28 (3) The municipality shall meet all recording requirements for subdivision approvals as  
29 specified for municipal land use permits under Section 7.6.

30 (4) No changes, modifications, or other revisions that alter the final plat or the  
31 conditions attached to subdivision approval shall be made unless the proposed  
32 revisions are first submitted for review by the Zoning Administrator under Section  
33 6.2 as a minor subdivision amendment, or the ~~Planning Commission~~Development  
34 Review Board under 6.3 as major subdivision amendment. In the event that  
35 revisions are recorded without complying with this requirement, the revisions shall  
36 constitute a violation of these regulations, and be considered null and void.

37 **Section 6.4 Application of Subdivision Standards**

38 (A) The ~~Planning Commission~~Development Review Board shall evaluate major subdivisions  
39 under the standards set forth in this article. The ~~Commission~~Development Review Board, to

---

<sup>33</sup> From 24 VSA § The approval of the appropriate municipal panel shall expire 180 days from that approval or certification unless, within that 180-day period, that plat shall have been duly filed or recorded in the office of the clerk of the municipality. After an approved plat or certification by the clerk is filed, no expiration of that approval or certification shall be applicable

<sup>34</sup> .From 4463 (1) The bylaw may allow the administrative officer to extend the date for filing the plat by an additional 90 days, if final local or State permits or approvals are still pending.

1 assist in its evaluation, may require:

- 2 (1) that the subdivider identify the intended use of land to be subdivided, including a  
3 general indication of subsequent development plans for retained land when only a  
4 portion of an existing parcel is to be subdivided;
- 5 (2) an independent technical review of the proposed subdivision under one or more  
6 standards, prepared by a qualified professional and paid for by the subdivider; and
- 7 (3) the modification of the subdivision design, the phasing of development, and/or  
8 additional measures to avoid or mitigate any adverse impacts likely to result from  
9 the proposed subdivision.

## 10 **Section 6.5 General Standards [applicable to all Major Subdivision]**

11 (A) **Development Suitability.** All land to be subdivided shall be suitable for the intended use  
12 and proposed density of development, and not result in undue adverse impacts to public  
13 health and safety, natural resources identified in the Hardwick Town Plan, or the  
14 character of the surrounding neighborhood in which it is located. Subdivisions shall set  
15 aside, or exclude from subsequent development, land that is characterized by periodic  
16 flooding, poor drainage, steep slopes, or other hazardous conditions, or that is inadequate  
17 to support structures or infrastructure.

18 (B) **Hardwick Town Plan & Regulations.** Subdivisions shall conform to the Hardwick  
19 Town Plan, other provisions of these regulations, capital budget and programs, and all  
20 other municipal bylaws, ordinances and regulations in effect at the time of application.

21 (C) **District Settlement Patterns.** A subdivision shall be designed to achieve the purpose,  
22 objectives and desired settlement patterns of the zoning district(s) in which it is located,  
23 as defined in Article 2. To the extent feasible, new subdivisions of land shall:

- 24 (1) maintain and extend desired settlement patterns, including lot areas and  
25 configurations, building locations, and road networks;
- 26 (2) maintain contiguous tracts of open land with adjoining parcels; and
- 27 (3) connect and extend existing road, sidewalk, path, and utility corridors.

28 (D) **Lot Layout.** Lot layouts shall:

- 29 (1) be consistent with the suitability of land for development, as defined under  
30 Subsection (A);
- 31 (2) conform to desired district settlement patterns, as required under Subsection (C);
- 32 (3) meet zoning district minimum lot size and density requirements under Article 2,  
33 except as modified for planned ~~residential-unit~~ developments under Article 5.4;
- 34 (4) conform to lot and yard requirements under Section 3.8; and
- 35 (5) avoid irregularly shaped lots (e.g., with curves, jogs, dog-legs, etc.), unless  
36 warranted due to topographic constraints, or to minimize the fragmentation of  
37 natural, scenic or cultural features.

38 (E) **Survey Monuments.** The locations of all proposed permanent surveying monuments and  
39 corner markers, as required under the Rules of the Board of Land Surveyors, shall be  
40 identified on the final subdivision plat.

41 (F) **Building Envelopes.** The ~~Planning Commission~~Development Review Board may require

1 the designation of building envelopes to limit the location of structures, parking areas,  
2 and associated site improvements to one or more portions of a lot. The size and shape of  
3 each building envelope shall be established in accordance with these regulations. The  
4 Commission-Development Review Board also may require the identification of specific  
5 building footprints if, in its judgment, such information is needed to determine  
6 conformance with these regulations.

7 (G) **Natural, Scenic & Historic Resource Protection.** Subdivision boundaries, lot lines, and  
8 building envelopes shall be located and configured to avoid adverse impacts to significant  
9 natural, historic and scenic features identified in the Hardwick Town Plan or through site  
10 investigation. For purposes of these regulations, these shall include wetlands, surface  
11 waters, and associated buffer areas (Section 3.12); flood hazard areas (Section 5.3);  
12 prominent ridgelines and hilltops, rock outcroppings, and slopes in excess of 25%  
13 (Section 3.14); critical wildlife habitat areas; and historic sites, structures and features  
14 (e.g., buildings, cellar holes, stone walls). Accordingly:

- 15 (1) lot lines shall be configured to avoid the fragmentation of significant natural or  
16 cultural features, including designated buffer areas;
- 17 (2) building envelopes shall be located and sized to exclude such features;
- 18 (3) roads, driveways and utility corridors, to the extent feasible, shall be shared, located  
19 to follow existing linear features (e.g., farm roads, stone walls, tree and fence lines),  
20 and to avoid significant natural and cultural features;
- 21 (4) lot lines and building envelopes shall be located to ensure that no buildings are  
22 placed on steep slopes, or extend above the height of land (highest point) of any  
23 prominent ridgeline or hilltop;
- 24 (5) historic sites and structures shall be incorporated in subdivision design and layout;
- 25 (6) subdividers may be required to incorporate buffers, landscaping or screening in  
26 subdivision design, and/or submit management plans to protect significant natural,  
27 scenic and historic resources.

28 (H) **Stormwater Management & Erosion Control.** Subdivisions shall incorporate  
29 temporary and permanent stormwater management and erosion control practices  
30 appropriate for the type and density of proposed development. Accordingly:

- 31 (1) All stormwater management systems shall be designed to:
  - 32 a. use natural drainage systems to the extent feasible, and minimize the need for  
33 maintenance,
  - 34 b. maximize on-site infiltration and treatment of stormwater, and minimize surface  
35 runoff,
  - 36 c. accommodate anticipated storm events,
  - 37 d. provide storage areas and treatment to manage flow and protect water quality, and  
38 e. avoid damage to adjoining or downstream properties.
- 39 (2) The Planning-Commission-Development Review Board may require the submission  
40 of stormwater management and erosion control plans, prepared by a licensed  
41 professional. Such plans shall incorporate acceptable stormwater treatment  
42 practices and sizing criteria set forth in the Vermont Stormwater Management

1 Manual as most recently amended.

2 (3) The ~~Commission-Development Review Board~~ may require the phasing of site  
3 development or construction to limit the extent of disturbed area during each phase  
4 of the subdivision.

5 (4) The ~~Commission-Development Review Board~~ also may require an evaluation of the  
6 effect of the subdivision on existing downstream drainage capacity outside the area  
7 of subdivision. Where the ~~Commission-Board~~ finds that increased runoff from the  
8 subdivision will exceed the capacity of downstream storage, drainage or treatment  
9 systems, it may request that the subdivider delay construction until such capacity  
10 exists, or to install necessary off-site improvements as needed to increase capacity.

11 (I) **Landscaping & Screening.** The preservation, planting and maintenance of trees, ground  
12 cover, or other vegetation, of a size and type deemed appropriate by the ~~Planning~~  
13 ~~Commission-Development Review Board~~, may be required to:

14 (1) preserve existing trees, tree lines, wooded areas of particular natural or aesthetic  
15 value to the site, or critical wildlife habitat areas;

16 (2) provide an undisturbed vegetated buffer between developed and undeveloped  
17 portions of the site to protect water quality, or other natural or scenic features.

18 (3) provide screening to increase privacy, reduce noise or glare, or establish a barrier  
19 between incompatible land uses; and/or to

20 (4) establish a tree canopy along roads or pedestrian walkways where the ~~Planning~~  
21 ~~Commission-Development Review Board~~ deems it appropriate.

22 (J) **Energy Conservation.** Subdivision design and layout, to the extent feasible, will  
23 encourage energy efficiency through:

24 (1) the siting and orientation of development (e.g., building envelopes), to take  
25 advantage of southern exposures and natural vegetative or topographic buffers;

26 (2) the clustering of development (e.g., lots, building envelopes) to minimize road and  
27 utility line extensions and reduce travel distances; and

28 (3) the effective use of landscaping to provide wind barriers and shading, and to reduce  
29 heat loss.

## 30 **Section 6.6 Transportation Facilities & Infrastructure**

31 (A) **Access.** Access to the subdivision and to individual lots shall be provided in accordance  
32 with the requirements of Section 3.3. All access onto town highways shall be subject to  
33 the approval of the Hardwick Selectboard, or for state routes, the Vermont Agency of  
34 Transportation. Such approval shall be required prior to final subdivision plan approval.  
35 To better manage traffic flow and safety, to avoid congestion, and to preserve the  
36 capacity of local roads, the ~~Planning-Commission-Development Review Board~~ may also:

37 (1) limit the number of access points onto public highways;

38 (2) require shared access, driveways, and/or roads to serve multiple lots;

39 (3) require access from secondary roads, if a proposed subdivision has frontage on both  
40 primary and secondary roads;

41 (4) require rights-of-way for future road extensions to connect to adjoining parcels;

- 1 and/or
- 2 (5) prohibit the creation of reserved strips adjacent to a proposed road which would  
3 deny access from adjacent properties.
- 4 (B) **Driveways.** Driveways serving three or fewer lots, shall meet standards for driveways  
5 included in the Town of Hardwick Policy for Transportation Construction and  
6 Improvements as most recently amended. For the purposes of these regulations,  
7 driveways serving four or more lots shall be considered roads subject to the requirements  
8 of Subsection (C).
- 9 (C) **Roads.** The following road standards shall apply to all public roads, and to private roads  
10 serving four or more lots.
- 11 (1) **Capacity.** Traffic to be generated by the proposed subdivision shall not result in  
12 unreasonable traffic congestion on public highways, or exceed the functional  
13 capacity of roads, intersections and related infrastructure in the vicinity of the  
14 subdivision. The ~~Planning Commission~~Development Review Board may require the  
15 submission of a traffic impact study to identify impacts and necessary mitigation  
16 measures to ensure road safety and efficiency, the cost of which shall be borne by  
17 the applicant. The subdivider, as a condition of approval, also may be required to  
18 install needed traffic control measures and road improvements, and/or reserve land  
19 to accommodate future improvements, as needed to serve the subdivision.
- 20 (2) **Layout.** Roads shall be laid out to:
- 21 a. minimize the amount of cut and fill required,  
22 b. maintain reasonable grades and safe intersections,  
23 c. produce useable lots,  
24 d. allow for access by emergency vehicles,  
25 e. avoid adverse impacts to natural, scenic and historic features,  
26 f. follow existing linear features (e.g., field edges, utility corridors, tree and fence  
27 lines, stone walls),  
28 g. avoid dead-end streets and cul-de-sacs, particularly in village areas, and  
29 h. allow for future road extensions, identified as proposed easements on the  
30 subdivision plat, to serve adjoining parcels.
- 31 (3) **Design & Construction.** All roads serving the proposed subdivision shall be  
32 designed according to the dimensional and geometric design standards for streets  
33 and roads contained in the *Vermont State Standards for the Design of*  
34 *Transportation Construction, Reconstruction and Rehabilitation on Freeways,*  
35 *Roads, and Streets* as most recently amended; and constructed in accordance with  
36 the *Town of Hardwick Policy for Transportation Construction and Improvements*.
- 37 (4) **Maintenance.** The maintenance of all roads not designated as Class III town  
38 highways or higher shall be the responsibility of the subdivider and subsequent  
39 property owners. The subdivider shall provide evidence and assurance that such  
40 roads will be adequately maintained by the subdivider and/or an owners'  
41 association. In instances involving proposed lots requiring access onto Class IV  
42 town highways, a road maintenance agreement approved by the Hardwick

1 Selectboard shall be required prior to final subdivision approval.

2 (5) **Names & Signs.** Road names shall be approved by the Hardwick Selectboard, in  
3 accordance with road naming ordinances and policies currently in effect. Approved  
4 road names shall be clearly depicted on the final plat, and identified on signs  
5 approved by the Selectboard.

6 (E) **Parking Facilities.** Common or shared parking areas shall be identified on the  
7 subdivision plat, and designed in accordance with Section 3.10. Parking areas for  
8 individual lots shall be included within designated building envelopes.

9 (F) **Transit Facilities.** The ~~Planning Commission~~Development Review Board may require  
10 that subdivisions located on existing or proposed transit routes, including school bus  
11 routes, include a sheltered transit stop for use by residents of the subdivision.

12 (G) **Pedestrian Access.** To facilitate pedestrian access from the subdivision to adjoining  
13 parcels and roads, or to nearby public schools, playgrounds, or public lands, the ~~Planning~~  
14 ~~Commission~~Development Review Board may require one or more of the following:

15 (1) sidewalks and curbing to connect to existing sidewalks on adjoining properties;

16 (2) sidewalks and curbing along internal subdivision roads within the Central Business  
17 and Village Neighborhood Districts.

18 (3) the installation of pedestrian crosswalks at designated intersections,

19 (4) unobstructed easements at least 10 feet in width for pedestrian or recreation paths,  
20 as indicated on the final plat.

## 21 **Section 6.7 Facilities & Utilities**

22 (A) **Public Facilities.** The ~~Planning Commission~~Development Review Board shall find that  
23 the proposed subdivision does not create an undue burden on existing and planned public  
24 facilities. The ~~Planning Commission~~Development Review Board may consult with  
25 appropriate municipal and school officials to determine whether adequate capacity exists  
26 to serve the subdivision. The ~~Planning Commission~~Development Review Board also may  
27 require a fiscal impact analysis, to be paid for by the subdivider, and/or the phasing of  
28 development in accordance with a duly adopted municipal or school capital budget and  
29 program.

30 (B) **Fire Protection.** The ~~Planning Commission~~Development Review Board, in consultation  
31 with the Hardwick Fire Department, may require that the subdivider provide adequate  
32 water storage and distribution facilities for fire protection. The subdivider shall install fire  
33 hydrants, dry hydrants, or fire ponds as required by the ~~Commission~~Board.

34 (C) **Water Systems.** The subdivider shall demonstrate to the satisfaction of the ~~Planning~~  
35 ~~Commission~~Development Review Board that adequate potable water supplies exist on  
36 and/or off site to serve the subdivision. In addition:

37 (1) Subdivisions within the designated municipal water system service areas for  
38 Hardwick and East Hardwick shall be connected to such systems in accordance  
39 with municipal water system ordinances currently in effect; and the location of  
40 water lines shall be shown on the final subdivision plat.

41 (2) On-site systems, including individual or community water supply systems, shall be  
42 designed in accordance with all applicable state and municipal regulations. The

1 Planning Commission Development Review Board may require that all water  
2 sources be identified on the final subdivision plat.

3 (3) Where applicable, designated source protection areas (SPAs) for municipal and  
4 community water supplies also shall be identified on the final subdivision plat; and  
5 shall be managed in accordance with a state approved source protection plan.

6 (4) The location of structures and in-ground wastewater disposal systems will be  
7 reviewed to ensure such locations do not encroach upon existing water supply  
8 isolation distances, as defined by applicable state regulations.

9 (D) **Wastewater Systems.** All subdivisions within the Hardwick municipal sewer service  
10 area shall be designed and connected to the municipal system in accordance with the  
11 municipal sewer ordinance. Sewer lines shall be shown on the final plat. All other on-site  
12 systems, including individual and community (clustered) systems, shall be designed in  
13 accordance with applicable state and municipal regulations. The Planning  
14 Commission Development Review Board may require that sewage disposal areas be  
15 identified on the final plat.

16 (E) **Utilities.** All existing and proposed utilities, including but not limited to electric,  
17 telephone, and cable television utilities, shall be shown on the final plat. In addition:

18 (1) All utilities within the subdivision shall be located underground, unless the  
19 Planning Commission Development Review Board determines that burial is not  
20 necessary to preserve the scenic character of the area, or that it is prohibitively  
21 expensive.

22 (2) The subdivider shall coordinate subdivision design with utility companies,  
23 including the Hardwick Electric Company, to ensure that suitable areas are  
24 available for above ground or underground installation, within and adjacent to the  
25 proposed subdivision. Utility easements of sufficient width shall be provided to  
26 serve both the proposed subdivision, and future service extensions to adjoining  
27 properties. Such easements shall be identified on the final plat.

28 (3) Utility corridors shall be shared with other utility and/or transportation corridors  
29 where feasible, and be located to minimize site disturbance, adverse impacts to  
30 significant natural, cultural and scenic features, and to public health.

### 31 **Section 6.8 Legal Requirements**

32 (A) Land reserved for the protection of significant natural, cultural or scenic features, or other  
33 open space areas, may be held in common, or in separate ownership from contiguous  
34 parcels. Such land may be dedicated, either in fee or through a conservation easement  
35 approved by the Planning Commission Development Review Board, to the municipality,  
36 an owners' association comprised of all present or future owners of subdivided lots,  
37 and/or a nonprofit conservation organization. At minimum, land designated for protection  
38 shall be indicated with appropriate notation on the final subdivision plat.

39 (B) The subdivider shall provide documentation and assurances that all required  
40 improvements, associated rights-of-way and easements, and other common lands or  
41 facilities will be adequately maintained either by the subdivider, an owners' association,  
42 or through other legal means acceptable to the Planning Commission Development  
43 Review Board. Such documentation, as approved by the Planning  
44 Commission Development Review Board, shall be filed in the Hardwick land records.

1 (C) All required improvements shall be constructed to approved specifications in accordance  
2 with a construction schedule approved by the ~~Planning Commission~~Development Review  
3 Board. The ~~Commission Board~~ may require that all such improvements be completed  
4 prior to the issuance of a zoning permit for the subsequent development of subdivided  
5 lots. A performance bond or comparable surety acceptable to the Hardwick Selectboard  
6 may be required to ensure that all improvements are completed to specification.  
7

1 **ARTICLE 7. ADMINISTRATION & ENFORCEMENT**

---

2 **Section 7.1 Permit & Application Requirements**

3 (A) Zoning Permit Requirements. No land development may commence, and no structure  
4 may be erected, substantially improved, moved, or changed in use, unless a zoning permit  
5 has been issued by the Zoning Administrator ~~as provided for in the Act [§4449]~~, or the  
6 development is specifically exempted from the provisions of these bylaws under Section  
7 7.2. Other municipal permits or approvals, such as curb-cut or sewer connection  
8 approval, also may be required under separate ordinances.

9 (B) Application Requirements. Applications for zoning permits shall be submitted to the  
10 Zoning Administrator on forms provided by the Town, along with any application fees as  
11 established by the Selectboard. In addition, the following will be required as applicable:

- 12 (1) Permitted Uses. Applications for permitted uses shall include a statement of the  
13 existing and intended use of land and structures, and be accompanied by a sketch  
14 plan, drawn to scale, that includes the following:
- 15 a. the dimensions of the lot, including existing and proposed property boundaries;
  - 16 b. the location, footprint, and height of existing and proposed structures and  
17 additions;
  - 18 c. the location of existing and proposed easements, rights-of-way and utilities;
  - 19 d. setbacks from property boundaries, rights-of-way, surface waters, and wetlands;
  - 20 e. a surveyor’s plot plan, if available; and
  - 21 f. additional information as requested to determine conformance with the  
22 provisions of these bylaws.

23 (2) Conditional Uses. Uses that require conditional use review must include a  
24 development plan prepared and submitted in accordance with Section 5.2.

25 (3) Flood Hazard Area Review. Uses within the flood hazard overlay district that  
26 require flood hazard review must include a flood hazard development plan prepared  
27 and submitted in accordance with Section 5.3.

28 (C) Issuance of Zoning Permits. The Zoning Administrator shall issue zoning permits in  
29 accordance with the following:

- 30 (1) No zoning permit shall be issued by the Zoning Administrator for any use or  
31 structure which requires approval of the ~~Board of Adjustment and/or Planning~~  
32 ~~Commission~~Development Review Board~~Development Review Board~~, until such  
33 approval has been obtained.
- 34 (2) Within 30 days of receipt of a complete application, including all application  
35 materials, fees and approvals, the Zoning Administrator shall either issue, deny or  
36 refer a permit in writing ~~pursuant to the Act [§§4449, 4465]~~to the Development  
37 Review Board. An application for a zoning permit will not be considered complete  
38 until all ~~necessary~~ approvals ~~(e.g., Board of Adjustment, Planning~~  
39 ~~Commission~~Development Review Board~~)~~as required by these bylaws have been  
40 obtained. Denials shall include a statement describing the reasons for denial and the  
41 time in which appeals may be made under Section 7.3. If the Zoning Administrator

1 fails to act within the 30 day period, a permit shall be deemed issued on the 31st  
2 day.

3 (3) Within 3 days of issuance, the Zoning Administrator shall deliver a copy of the  
4 permit to the Listers, and post a copy at the Town Office for a period of 15 days  
5 from issuance.

6 (4) A notice of permit, on a form prescribed by the municipality, must be posted by the  
7 applicant within view from the public right-of-way most nearly adjacent to the  
8 subject property until the time for appeal has passed.

9 (D) Effective Dates. No zoning permit shall take effect until the time for appeal under  
10 Section 7.3 has passed, or in the event that a notice of appeal is properly filed, until final  
11 adjudication of the appeal. Permits and associated conditions will run with the land and  
12 be binding upon the landowner's future heirs and assigns. A permit will, however, expire  
13 and become null and void within 2 years from the date of issuance if the permitted  
14 development has not substantially commenced<sup>35</sup>. Prior to the expiration of the permit,  
15 the Zoning Administrator may issue an extension for one additional year.

16 (E) Certificate of Compliance.

17 (1) Special Flood Hazard Area. It shall be unlawful to use or occupy, or permit the use  
18 or occupancy of any land or structure, or part thereof, created, erected, changed,  
19 converted, or wholly or partly altered or enlarged in its use or structure within  
20 Special Flood Hazard Area until a Certificate of Compliance is issued by the  
21 Zoning Administrator stating that the proposed use of the structure or land  
22 conforms to the requirements of these bylaws. A Certificate of Compliance shall  
23 not required for structures that were built in compliance with the bylaws at the time  
24 of construction and have not been improved since the adoption of this bylaw.<sup>36</sup>

25 (2) Other Development. After the effective date of these regulations, ~~the Planning~~  
26 Development Review Board and/or Board of Adjustment Development  
27 Review Board may require, as a condition of subdivision or conditional use  
28 approval for development outside of the Special Flood Hazard Area, that a  
29 Certificate of Compliance be obtained to ensure that all work has been completed  
30 in conformance with the zoning permit and associated approvals, including all  
31 applicable permit conditions.

32 (43) The application for a ~~certificate~~ Certificate of ~~compliance~~ Compliance shall be  
33 submitted to the Zoning Administrator with as-built plans drawn to scale which  
34 show the location of all monuments, utilities, structures, roadways, easements,

---

<sup>35</sup> Substantially commenced: Visible signs of activity on new construction of a new structure or repair of a damaged structure, including the commitment of resources and materials to a project, such as the pouring of a foundation, the completion of a frame, or the delivery of required building materials to the construction site.

<sup>36</sup> A Certificate of Occupancy is not required by 44 CFR but is strongly recommended by the VT DEC as a low cost method to support the enforcement of flood hazard regulations. Since your bylaw already allows for a Certificate of Compliance, it seemed reasonable to require it in the Special Flood Hazard Area.

1 parking areas, signs, landscaping and  
2 other improvements as constructed.

3 (24) Within 14 days of receipt of the  
4 application for a certificate of  
5 compliance, the Zoning  
6 Administrator will inspect the ~~project~~  
7 premises to ensure that all work has  
8 been completed in conformance with  
9 the conditions of approval. If the  
10 Zoning Administrator fails to either  
11 grant or deny the certificate of  
12 compliance within 14 days of the  
13 submission of an application, the  
14 certificate shall be deemed issued on  
15 the 15th day.

16 (5) If a Certificate of Compliance cannot  
17 be issued, notice will be sent to the  
18 owner. In the case of development  
19 within the Special Flood Hazard  
20 Area, notice will be copied to the  
21 lender.

## 23 Section 7.2 Exemptions

24 (A) No zoning permit shall be required for the  
25 following:

26 ~~(1) Any building for which construction~~  
27 ~~lawfully began prior to the effective~~  
28 ~~date of these regulations, provided~~  
29 ~~that such construction is completed~~  
30 ~~within two years of the effective~~  
31 ~~date.~~

32 (21) ~~Normal maintenance, r~~Repair,  
33 remodeling or interior alteration of  
34 an existing structure outside of the  
35 Special Flood Hazard Area that does  
36 not result in any change to the  
37 footprint or height dimensions, or  
38 any expansion in the total area, of the  
39 structure, or a change in use.

40 (2) Normal maintenance of an existing  
41 structure that does not result in any  
42 change to the footprint or height  
43 dimensions, or any expansion in the  
44 total area of the structure, or a change in use.

Interested Person. In accordance with the Act [§4465 (b)], the definition of an interested person includes the following:

- a person owning title to property, or a municipality or solid waste management district empowered to condemn it or an interest in it, affected by a bylaw, who alleges that the bylaw imposes on the property unreasonable or inappropriate restrictions of present or potential use under the particular circumstances of the case.
- The Town of Hardwick or any municipality that adjoins it.
- a person owning or occupying property in the immediate neighborhood of a property that is the subject of any decision or act taken under this chapter, who can demonstrate a physical or environmental impact on the person's interest under the criteria reviewed, and who alleges that the decision or act, if confirmed, will not be in accord with the policies, purposes, or terms of the plan or bylaw of that municipality.
- any ten persons who may be any combination of voters or real property owners within a municipality listed above who, by signed petition to the appropriate municipal panel of a municipality, the plan or a bylaw of which is at issue in any appeal brought under this title, allege that any relief requested by a person under this title, if granted, will not be in accord with the policies, purposes or terms of the plan or bylaw of that municipality. This petition to the appropriate municipal panel must designate one person to serve as the representative of the petitioners regarding all matters related to the appeal.
- any department and administrative subdivision of this state owning property or any interest in property within a municipality listed above, and the agency of commerce and community development of this state.

- 1           (34) Residential entry stairs (excluding deck or porch areas), handicap ramps, walkways,  
2           and fences or walls less than 8 feet in height which do not extend into or obstruct  
3           public rights-of-way, ~~or~~ interfere with corner visibility or sight distances for  
4           vehicular traffic, or fail to meet the Flood Hazard Development Standards of 5.3(C)  
5           of these Bylaws encroach into the Special Flood Hazard Area.
- 6           (45) Accessory structures, such as a shed, tree house, doghouse, child's play house, or  
7           similar structure with a floor area of not more than 100 square feet (each) and a  
8           height of not more than ten (10) feet which is located at least 10 feet from all  
9           property lines, and outside the Special Flood Hazard Area, and set back 75 feet  
10          from all perennial streams and rivers in accordance with Section 3.12. A zoning  
11          permit is required for all other accessory structures.
- 12          (56) Prefabricated, temporary carports and storage covers assembled out of metal  
13          structural supports and fabric, provided they are located outside of the Special  
14          Flood Hazard Area, and such covers are not affixed to a permanent foundation, do  
15          not exceed 240 square feet of covered space and meet all setback standards for the  
16          district in which they are located.
- 17          (67) The ordinary use of a small room of a dwelling for personal office use and/or  
18          paperwork for business activity carried on elsewhere, in accordance with Section  
19          4.8.
- 20          (78) Noncommercial outdoor recreation that outside of the Special Flood Hazard Area  
21          does not involve the development or use of structures or ~~substantial~~ site  
22          improvement, (e.g., Examples of site improvement include the construction of  
23          parking area at a trail head), pavilion, or bridge.
- 24          (89) Minor grading and excavation associated with road and driveway maintenance  
25          (including culvert replacement and re-surfacing) and yard improvements associated  
26          with accessory uses to existing principle uses (contouring yards, establishing garden  
27          and landscape areas), providing they do not alter or impact a perennial stream or  
28          alter the flood carrying capacity of any watercourse within the Special Flood  
29          Hazard Area.
- 30          (910) Garage sales, yard sales and auctions not exceeding 3 consecutive days, nor more  
31          than 12 days per calendar year, which do not cause unsafe traffic conditions or  
32          parking problems.
- 33          (4011) Fuel storage as an accessory structure to an allowed use, provided such storage is  
34          outside the Special Flood Hazard Area and meets the requirements of Section 3.15.
- 35          (412) Accepted management practices (AMPs) for silviculture as defined by the  
36          Commissioner of Forests, Parks, and Recreation, pursuant to the Act [§4413(d)].
- 37          (123) The removal of a building or other structure in whole or in part from the Special  
38          Flood Hazard Area.
- 39          (B) In accordance with the Act [§4413(d)], ~~accepted-required~~ agricultural ~~and best~~  
40          ~~management~~ practices (AAPs, BMPs, RAPs), including farm structures, as defined by the  
41          Commissioner of Agriculture, Food and Markets, also are also exempted from the permit  
42          requirements under Section 7.1. However, written notification, including a sketch plan of  
43          the structure showing setback distances from road rights-of-way, property lines, and  
44          surface waters shall be made to the Zoning Administrator prior to any construction as

1 required under the AAPsRAPs.

## 2 **Section 7.3 Appeals**

3 (A) Decisions of the Zoning Administrator. In accordance with the Act [ §§4465, 4472], the  
4 applicant or any interested person may appeal a decision or act of the Zoning  
5 Administrator by filing a notice of appeal with the Secretary of the ~~Board of~~  
6 AdjustmentDevelopment Review Board, or the Town Clerk if no Secretary has been  
7 elected, within 15 days of the date of such decision or act.

8 (1) ~~As required by the Act [§4468], t~~The Board of AdjustmentDevelopment Review  
9 Board shall hold a public hearing on a notice of appeal within 60 days of the filing  
10 of the appeal. The Board shall give public notice of the hearing as required under  
11 Section 7.6, and mail a copy of the hearing notice to the appellant at least 15 days  
12 prior to the hearing date.

13 (2) The ~~Board of AdjustmentDevelopment Review Board~~ shall render a decision on  
14 appeal, to include written findings of fact, within 45 days after close of hearing  
15 ~~completion~~ as required by the Act [§4464]. The Board may reject an appeal without  
16 hearing, and render a decision within 10 days of the filing of a notice of appeal, if  
17 the Board determines that the issues raised by the appellant have been decided in an  
18 earlier appeal, or are based on substantially or materially the same facts, by or on  
19 behalf of the appellant. Copies of the decision shall be mailed to the appellant and  
20 hearing participants, and filed with the Zoning Administrator and Town Clerk in  
21 accordance with the Act.

22 (B) Decisions of the ~~Board of Adjustment or Planning CommissionDevelopment Review~~  
23 BoardDevelopment Review Board. The applicant or any interested person who has  
24 participated in the proceeding may appeal a decision of the ~~Board of Adjustment or~~  
25 Planning CommissionDevelopment Review BoardDevelopment Review Board within 30  
26 days of such decision to the Vermont Environmental Court, in accordance with the Act  
27 [ §§4471, 4472]. Notice of appeal shall be sent to every interested person appearing and  
28 having been heard at the hearing before the ~~Board or Commission~~.

29 (C) Notice of Appeal. ~~Pursuant to the Act [§4466], a~~A notice of appeal shall be in writing  
30 and include:

31 (1) the name and address of the appellant;

32 (2) a brief description of the property with respect to which the appeal is taken;

33 (3) a reference to applicable bylaw provisions;

34 (4) the relief requested by the appellant, including any request for a variance from one  
35 or more provisions of these bylaws;

36 (5) the alleged grounds why such relief is believed proper under the circumstances; and

37 (6) any request for a stay of enforcement which may be granted or denied by the  
38 Vermont Environmental Court in accordance with the Act [§4449(a)(3)].

## 39 **Section 7.4 Variances**

40 (A) The ~~Board of AdjustmentDevelopment Review Board~~ shall hear and decide upon  
41 requests for variances pursuant to the Act [§4469] and appeal procedures under Section  
42 7.3. The Board may grant a variance, and render a decision in favor of the appellant,

1 only if all of the following facts are found, and the findings are specified in its written  
2 decision:

- 3 (1) that there are unique physical circumstances or conditions, including irregularity,  
4 narrowness, or shallowness of lot size or shape, or exceptional topographical or  
5 other physical conditions peculiar to the particular property, and that unnecessary  
6 hardship is due to such conditions and not the circumstances or conditions generally  
7 created by the provisions of the zoning regulation in the neighborhood or district in  
8 which the property is located;
- 9 (2) that because of such physical circumstances and conditions, there is no possibility  
10 that the property can be developed in strict conformity with the provisions of the  
11 zoning regulation and that the authorization of a variance is necessary to enable the  
12 reasonable use of the property;
- 13 (3) that the unnecessary hardship has not been created by the appellant;
- 14 (4) that the variance, if authorized, will not alter the essential character of the  
15 neighborhood or district in which the property is located, substantially or  
16 permanently impair the appropriate use or development of adjacent property, reduce  
17 access to renewable energy resources, nor be detrimental to the public welfare; and
- 18 (5) that the variance, if authorized, will represent the minimum that will afford relief  
19 and will represent the least deviation possible from the zoning regulation and from  
20 the plan.

21 (B) ~~On an appeal for a variance from the provisions of these bylaws that is requested for a~~  
22 ~~structure that is primarily a renewable energy resource structure, the Board may grant~~  
23 ~~such variance only if it finds that all of the facts listed in the Act [§4469] are found in the~~  
24 ~~affirmative and specified in its decision.~~

25 ~~(DB)~~ In granting a variance, the Board of Adjustment/Development Review Board may impose  
26 conditions it deems necessary and appropriate under the circumstances to implement the  
27 purposes of these bylaws and the municipal plan currently in effect. In no case shall the  
28 Board of Adjustment/Development Review Board grant a variance for a use which is not  
29 permitted or conditionally permitted within the zoning district, or which results in an  
30 increase in allowable density.

31 (C) Variances within the Flood Hazard Area Overlay District shall be granted by the ~~Board of~~  
32 ~~Adjustment/Development Review Board~~ only:

- 33 (1) in accordance with the Act [§4469, §4424] and in accordance with the criteria for  
34 granting variances found in 44 CFR, Section 60.6, of the National Flood Insurance  
35 Program regulations;
- 36 (2) upon a determination that during the base flood discharge the variance will not  
37 result in increased flood levels; and
- 38 (3) upon a determination that the structure or other development is protected by  
39 methods that minimize flood damages during the base flood and create no  
40 additional threats to public safety.
- 41 (4) Any variance issued in the Special Flood Hazard Area will inform the applicant in  
42 writing over the signature of the Zoning Administrator that the issuance of a  
43 variance to construct a structure below the base flood elevation increases risk to life

1 and property and will result in increased flood insurance premiums up to amounts  
2 as high as \$25 for \$100 of coverage. Such notification shall be maintained with a  
3 record of all variance actions.<sup>37</sup>

4 ~~(D) In granting a variance, the Board of Adjustment may impose conditions it deems~~  
5 ~~necessary and appropriate under the circumstances to implement the purposes of these~~  
6 ~~bylaws and the municipal plan currently in effect. In no case shall the Board of~~  
7 ~~Adjustment grant a variance for a use which is not permitted or conditionally permitted~~  
8 ~~within the zoning district, or which results in an increase in allowable density.~~

## 9 **Section 7.5 Violations & Enforcement**

10 (A) Violations. The commencement or continuation of any land development or use which is  
11 not in conformance with the provisions of these bylaws shall constitute a violation. The  
12 Zoning Administrator shall take appropriate action in the name of the Town to enforce  
13 the provisions of these bylaws in accordance with the Act [ §§4451, 4452]. All fines  
14 imposed and collected for violations of these bylaws shall be paid over to the Town.

15 (B) Notice of Violation. ~~As set forth in the Act [§4451], n~~No action may be brought under  
16 this Section unless the alleged offender has had at least seven days' notice by certified  
17 mail that a violation exists. The warning notice shall state that a violation exists, the  
18 nature of that violation, that the alleged offender has an opportunity to cure the violation  
19 within the seven days and that the alleged offender will not be entitled to an additional  
20 warning notice for the violation occurring after the seven days. Action may be brought  
21 without notice and opportunity to cure if the alleged offender repeats the violation of the  
22 bylaw after the seven-day notice period and within the next succeeding 12 months.

23 (C) Limitations on Enforcement. The Town shall observe any limitations on enforcement  
24 proceedings relating to municipal permits and approvals. Enforcement proceedings must  
25 be instituted within 15 years from the date the violation first occurred. The burden of  
26 proving the date that the alleged violation first occurred shall be on the person against  
27 whom the enforcement action is instituted.

28 (D) Violations in the Flood Hazard Overlay. Notwithstanding 7.5(C) above, a violation in the  
29 Flood Hazard Overlay shall remain a violation until such violation is cured.

30 (1) A copy of the notice of violation will be mailed to the State National Flood  
31 Insurance Program Coordinator.

32 (2) If any appeals have been resolved, but the violation remains, the Zoning  
33 Administrator shall submit a declaration to the Administrator of the National Flood  
34 Insurance Program requesting a denial of flood insurance to the property pursuant  
35 to Section 1316 of the National Flood Insurance Act of 1968, as amended.

36 (3) Violations of Required Agricultural Practices shall be enforced under this Section  
37 as violations of this bylaw. Such violations shall also be immediately reported to the  
38 Secretary of Agriculture for enforcement under 6 V.S.A. Section 4812.

## 39 **Section 7.6 Municipal Administrative Requirements**

40 (A) Appointments. The following appointments shall be made in association with the

---

<sup>37</sup> Required for NFIP, 44 CFR Section 60.6 (a) (5)

1 administration and enforcement of these bylaws as provided for in the Act:

2 (1) Zoning Administrator. The Zoning Administrator shall be nominated by the  
3 Planning Commission, with the approval of and appointed by the Selectboard, shall  
4 appoint a Zoning Administrator for a term of 3 years in accordance with the Act  
5 [§4448]. In the absence of the Zoning Administrator, the Planning Commission may  
6 nominate and the Selectboard appoint an Acting Zoning Administrator may be  
7 appointed by the Planning Commission in consultation with the Selectboard. The  
8 Zoning Administrator shall administer these bylaws literally, and shall not have the  
9 power to permit any development that is not in conformance with it.

10 (2) ~~Board of Adjustment~~ Development Review Board. ~~The Board of Adjustment~~  
11 ~~existing on the date of adoption of these bylaws shall continue as the Board of~~  
12 ~~Adjustment and the terms of its respective members shall be the same as they were~~  
13 ~~on the effective date.~~ Members of the Development Review Board, which may  
14 consist of the members of the Planning Commission, shall be appointed by the  
15 Selectboard [§4460]. One or more alternates also may be appointed by the  
16 Selectboard to serve for members in the event of an absence or conflict of interest.  
17 The Board shall adopt rules of procedure to guide its official conduct in accordance  
18 with the requirements of the Act [§4461] and Vermont's Open Meeting Law [1  
19 V.S.A., §310-314]; and shall have quasijudicial powers and duties as set forth in the  
20 Act to administer the provisions of these bylaws, including but not limited to the  
21 power to hear and decide:

- 22 ▪ requests for access approval under Section 3.3;
- 23 ~~— requests for subdivision approval under Section 6.1 and~~
- 24 ▪ applications for conditional use approval under Section 5.2 and Section 5.3;
- 25 ▪ applications for planned residential and planned unit developments under Section  
26 5.4.
- 27 ~~▪ applications for conditional use approval under Section 5.2;~~
- 28 ▪ requests for subdivision approval under Section 6.1 and
- 29 ▪ appeals from any decision, act or failure to act by the Zoning Administrator under  
30 Section 7.3; and
- 31 ▪ variance requests under Section 7.4.

32 (3) Planning Commission. ~~The Planning Commission existing on the date of adoption~~  
33 ~~of these bylaws shall continue as the Planning Commission and the terms of its~~  
34 ~~respective members shall be the same as they were on the date of adoption.~~ The  
35 Planning Commission shall be appointed by the Selectboard ~~unless otherwise~~  
36 ~~elected by the voters of the Town in accordance with the Act [§§4321, 4323].~~ The  
37 Commission shall adopt rules of procedure to guide its official conduct in  
38 accordance with the requirements of the Act [§4323] and Vermont's Open Meeting  
39 Law [1 V.S.A. 310-314]; and shall have legislative powers and duties as set forth in  
40 the Act [§4325], including but not limited to the power to hear and decide requests  
41 and petitions for bylaw amendments.;

- 42 ~~▪ requests for access approval under Section 3.3;~~

~~requests for subdivision approval under Section 6.1 and applications for planned residential and planned unit developments under Section 5.4.~~

- (B) Fee Schedule. The Selectboard shall establish a schedule of fees to be charged in administering these regulations, with the intent of covering the town's administrative costs.
- (C) Hearing Notice Requirements. ~~As required by the Act [§4464], a~~ny public notice required for public hearing under these bylaws shall be given by the publication of the date, place and purpose of such a hearing in a newspaper of general circulation in the Town, and the posting of such notice in three or more public places within the Town including posting by the applicant of a notice of hearing within view from the public right-of-way most nearly adjacent to the property for which an application is made, not less than 15 days prior to the hearing date. Failure by the applicant to comply with this requirement may result in the denial of the application. Written notification of the hearing shall be sent by mail to the applicant and to all adjoining property owners. The applicant will be required to provide a list of adjoining property owners to the Administrator for notification purposes.
- (D) Permit Recording Requirements. As required by the Act [§4443(c)], within 30 days after a municipal land use permit, including but not limited to a zoning permit and associated approvals, has become final, or within 30 days of the issuance of a notice of violation, the Zoning Administrator shall deliver the notice of violation, or memorandum or notice of recording, to the Town Clerk for recording as provided in 24 V.S.A. subsections 1154(a) or (b). The applicant ~~may shall~~ be charged the cost of recording fees.
- (E) Flood Hazard Overlay ~~District~~ Recording Requirements. For development within the Flood Hazard Overlay ~~District~~, the Zoning Administrator shall also maintain a record of:<sup>38</sup>
- (1) All permits issued in areas covered by this bylaw;
  - (2) Elevation Certificates with the as-built elevation (consistent with the datum of the elevation on the current Flood Insurance Rate Maps for the community) of the lowest floor, including basement, of all new or substantially improved buildings (not including accessory buildings) in the Special Flood Hazard Area;
  - (3) All flood proofing and other certifications required under this regulation; and,
  - (4) All decisions of the Development Review Board (including variances and violations) and all supporting findings of fact, conclusions and conditions.

**Municipal Land Use Permit:** a zoning, subdivision, site plan or building permit or approval, any of which relate to land development as defined in statute, which has received final approval from the applicable board, commission, or officer of the municipality [24 V.S.A. §4303(11)].

<sup>38</sup>-The NFIP requires records to be kept of permits including variances, elevations of new or substantially improved structures, flood proofing, and related certifications. CFR 60.3 (b) (5)

- 1 ~~(1) all permits issued for development in areas of special flood hazard;~~
- 2 ~~(2) the elevation, in relation to mean sea level, of the lowest floor, including basement,~~
- 3 ~~or all new or substantially improved buildings;~~
- 4 ~~(3) the elevation, in relation to mean sea level, to which buildings have been~~
- 5 ~~floodproofed;~~
- 6 ~~(4) all elevation and floodproofing certifications required under this regulation; and~~
- 7 ~~(5) all variance actions, including the justification for their issuance.~~
- 8

## ARTICLE 8. DEFINITIONS

---

### Section 8.1 Terms & Use

- (A) Except where specifically defined here or in the Act, or unless otherwise clearly required by the context, all words, phrases and terms in these regulations shall have their usual, customary meanings.
- (B) In the interpretation of words and terms used, defined, or further described here, the following shall apply:
- (1) the specific controls the general;
  - (2) the present tense includes the future tense;
  - (3) the singular includes the plural;
  - (4) the word "shall" is mandatory; the word "may" is permissive;
  - (5) the word "structure" includes "building; "
  - (6) the word "road" includes "street" and "highway; "
  - (7) the word "lot" includes "parcel; "
  - (8) the word "person" includes an individual, partnership, association, corporation, company or organization; and
  - (9) the word "occupied" or "used" shall be considered as though followed by "or intended, arranged or designed to be used or occupied. "
- (C) ~~For the purposes of flood hazard area regulation under Article 5, National Flood Insurance Program definitions contained in 44 CFR Section 59.1 are hereby adopted by reference and shall be used to interpret and enforce these regulations. Definitions of commonly used terms are provided in Section 10.2.~~
- (D) Any interpretation of words, phrases or terms by the Zoning Administrator may be appealed to the ~~Board of Adjustment~~Development Review Board under Section 7.3. In such cases, the Board shall base its decision upon the following definitions, state statute, and the need for reasonable and effective implementation of these regulations. The Board shall publish and update from time to time such written interpretation, to ensure consistent and uniform application of the provisions of these regulations.

### Section 8.2 Definitions

**Abutting Property:** Two or more parcels which share a common parcel boundary or point. For the purposes of these regulations, abutting property shall also include facing properties across road rights-of-way. See also *Contiguous Land*.

~~**Accepted Agricultural Practices (AAPs):** Accepted practices for agriculture, including farm structures other than dwellings, as currently defined by the Commissioner of Vermont Department of Agriculture, Food and Markets in accordance with the Act [§4413(d)]. Also see *Agriculture*.~~

**Accepted Management Practices (AMPs):** Accepted silvicultural (forestry) practices as currently defined by the Commissioner of the Vermont Department of Forests, Parks and Recreation in accordance with the Act [§4413(d)].

1 **Accessory Dwelling:** A secondary dwelling unit established in conjunction with and clearly  
2 subordinate to a single family dwelling which is retained in common ownership, is located on the  
3 same parcel as the primary structure, and which otherwise meets applicable criteria of these  
4 regulations (see Section 4.2). This definition encompasses accessory apartments as required  
5 under the Act [§4412(1)]. See also *Caretakers Apartment*.

6 **Accessory Structure:** A structure which is: 1) detached from and clearly incidental and  
7 subordinate to the principal use of or structure on a lot, 2) located on the same lot as the principal  
8 structure or use, and 3) clearly and customarily related to the principal structure or use. For  
9 residential uses these include, but may not be limited to garages, garden and tool sheds,  
10 playhouses, and in-ground swimming pools which are incidental to the residential use of the  
11 premises and not operated for gain. For other than residential uses these are sheds and storage  
12 buildings which are incidental to the approved conditional use of the premises. See also  
13 *Accessory Use*.

14 **Accessory Use:** A use which is customarily incidental and subordinate to the principal use of a  
15 lot or parcel of land, is located on the same lot as the primary use, and is clearly related to the  
16 principal use.

17 **Access:** A defined area of vehicular ingress and/or egress between property and an abutting road  
18 right-of-way.

19 **Act:** 24 V.S.A., Chapter 117, the Vermont Municipal and Regional Planning and Development  
20 Act as amended.

21 **Adaptive Reuse:** The rehabilitation or renovation of an historic structure for another allowed  
22 use, as specified in these regulations (see Section 4.3).

23 **Affordable Housing:** In accordance with the Act [§4303(1)], housing that is either: (1) owned  
24 by its inhabitants, whose gross annual household income does not exceed 80 percent of the state  
25 median income, as defined by the United States Department of Housing and Urban  
26 Development, and the total annual cost of the housing, including principal, interest, taxes and  
27 insurance, is not more than 30 percent of the household's gross annual income; or (2) rented by  
28 its inhabitants whose gross annual household income does not exceed 65 percent of the state  
29 median income, as defined by the United States Department of Housing and Urban  
30 Development, and the total annual cost of the housing, including rent, utilities, and condominium  
31 association fees, is not more than 30 percent of the household's gross annual income.

32 **Affordable Housing Development:** In accordance with the Act [§4303(2)], a housing  
33 development of which at least 20 percent of the units or a minimum of 5 units, whichever is  
34 greater, are affordable housing units.

35 **Agriculture:** Land or structures primarily used for cultivating soils, producing crops, or raising  
36 livestock; orchards and maple sugar production; the storage, processing or sale of products raised  
37 on the premises; or as otherwise defined by the Commissioner of Agriculture, Food and Markets.  
38 Structures which are customarily accessory to agricultural uses and are located on the same  
39 parcel as an agricultural use, with the exception of residential dwellings, shall be included in this  
40 definition. See also ~~Accepted Farm Structure, Required Agricultural Practices, Farm Structure.~~

41 **Agricultural and Forest Processing:** The offsite processing and/or packaging of agricultural  
42 and forestry products, excluding slaughter houses and saw mills. Examples include but are not  
43 limited to: the making of compost products, herbal products, food products, wreaths, woolen  
44 products, cheese, and candles. See Section 4.11.

1 **Alteration:** Structural change, change of location, or addition to a building or structure,  
2 excluding normal maintenance and repair. Alterations shall include any construction that changes  
3 the number of dwelling units, or increases the size of a building or structure in terms of its  
4 height, length, width, footprint, or gross floor area. See also *Improvement, Substantial*  
5 *Improvement*.

6 **Antenna Height:** The vertical distance measured from the base of the antenna support structure  
7 at grade to the highest point of the structure. If the support structure is on a sloped grade, then the  
8 average between the highest and lowest grades shall be used in calculating the antenna height.

9 **Applicant:** The owner of land or property proposed to be developed in accordance with these  
10 regulations, and/or his or her duly authorized representative. Any party with a legal interest in  
11 land development may apply in cooperation with the owner of the property.

12 **Approval:** A written decision issued by the ~~Board of Adjustment or Planning~~  
13 ~~Commission~~ Development Review Board within the statutory time limit, or in the event of the  
14 Board's ~~or Commission's~~ failure to act within the specified time limit, a certification of such  
15 failure to act issued by the Town Clerk, as attached to the permit application and recorded in the  
16 land records of the town.

17 **Area of Shallow Flooding:** A designated AO or AH Zone on the Flood Insurance Rate Map  
18 (FIRM) having a one percent or greater annual chance of flooding to an average depth of one to  
19 three feet where a clearly defined channel does not exist, where the path of flooding is  
20 unpredictable, and where the velocity flow may be evident. Such flooding is characterized by  
21 ponding or sheet flow.

22 **Area of Special Flood Hazard:** is synonymous in meaning with the phrase "special flood hazard  
23 area" for the purposes of these regulations. Land in the floodplain which is subject to a one  
24 percent or greater chance of flooding in any given year. The area may be designated as Zone A  
25 on the Flood Hazard Boundary Map (FHBM). After detailed rate making is completed in  
26 preparation for the Flood Insurance Rate Map, Zone A is refined into Zones A, AO, AH, A1-30,  
27 AE, or A99.

28 **Bar:** See *Restaurant*.

29 **Bank:** See *Financial Institution*.

30 **Banner:** A temporary sign composed of lightweight, flexible, non-rigid material either enclosed  
31 or not enclosed in a rigid frame.

32 **Base Flood:** The flood having a one percent chance of being equaled or exceeded in any given  
33 year (commonly referred to as the "100-year flood").

34 **Base Flood Elevation (BFE):** The elevation of the water surface elevation resulting from a flood  
35 that has a 1 percent chance of equaling or exceeding that level in any given year. On the Flood  
36 Insurance Rate Map, the elevation is usually in feet, in relation to the National Geodetic Vertical  
37 Datum of 1929, the North American Vertical Datum of 1988, or other datum referenced in the  
38 Flood Insurance Study report, or the average depth of the base flood, usually in feet, above the  
39 ground surface.

40 **Basement:** Any area of a building having its floor at subgrade (below ground level) on all sides.

41 **Bed & Breakfast (B&B):** A single family dwelling occupied by the owner or operator, in which  
42 not more than six double occupancy rooms within the dwelling and/or in an accessory structure  
43 located on the same lot, are rented out to provide overnight accommodations to transient

1 travelers. Individual cooking and eating facilities shall not be provided; breakfasts shall be the  
2 only meals served and shall be limited to overnight guests. The bed and breakfast shall function  
3 as a private home with house guests. See also *Hotel/Motel*.

4 **Board:** The Hardwick ~~Zoning Board of Adjustment~~Development Review Board, as established  
5 under the Act, unless otherwise specified.

6 **Buffer:** Any space between adjoining land uses or between a land use and a natural feature,  
7 which is intended and designed to reduce the impact of one use on the other use or feature.  
8 Buffers may include open space, woodland, landscaped areas, undisturbed vegetated areas, or  
9 other types of physical, visual or sound barriers.

10 **Building:** (1) A structure used for the shelter or accommodation of persons, animals, goods,  
11 chattel or equipment, which has a roof supported by columns or walls; (2) for development  
12 within the flood hazard area overlay district, this definition also includes a gas or liquid storage  
13 tank that is principally above ground. See also Structure.

14 **Building Envelope:** A specific area delineated on a lot within which all structures are to be  
15 located, and outside of which no structures are to be located.

16 **Building Face:** The exterior surface of any side of a building, minus windows and doors.

17 **Building Height:** The distance measured vertically from the average (of the highest and lowest)  
18 finished grade at the base or foundation to the highest point on top of the building (or structure),  
19 excluding any noted structural exemptions from height requirements under Section 3.7.

20 **Building Line:** The line parallel to the lot line transecting that point in the principal or accessory  
21 dwelling face which is closest to the lot line, including porches, whether enclosed or unenclosed,  
22 but excluding steps. See also Lot Line, Street Line.

23 **Building Orientation:** The location on a lot of a building or other structure in relation to roads,  
24 rights-of-way, parks, and building or street lines.

25 **Camp:** See Seasonal Dwelling.

26 **Camper:** ~~Any vehicle used as temporary sleeping, camping or living quarters, which is mounted~~  
27 ~~on wheels, a truck or a camper body, or is towed by a motor vehicle. This definition includes~~  
28 ~~recreation vehicles and travel trailers, but specifically excludes mobile homes. See Mobile~~  
29 ~~Home. See Recreational Vehicle.~~

30 **Campground:** A parcel of land upon which two or more campsites are located for occupancy by  
31 a tent, cabin, lean-to, or similar structure as temporary living quarters for recreation, education,  
32 or vacation purposes. "Primitive" campgrounds are further characterized as campgrounds which  
33 are limited to substantially unimproved camp sites intended for tenting use only (see Section  
34 4.5).

35 **Caretakers Apartment:** A secondary dwelling unit established in conjunction with and clearly  
36 subordinate to a principal use other than a single family dwelling, which is retained in common  
37 ownership, is located on the same parcel as the primary structure, and which otherwise meets  
38 applicable criteria of these regulations. See Accessory Apartment. (see Section 4.2).

39 **Cemetery:** Land used or dedicated to the burial of the dead, which includes as accessory  
40 structures mausoleums, columbariums, and maintenance facilities, but specifically excludes  
41 crematoriums. An individual or family burial plot on private land, registered with the Hardwick  
42 Town Clerk in accordance with state law, is exempted from this definition.

1 **Change of Use:** Any use which differs substantially from an established use based on the type,  
2 intensity, or magnitude of use. For example, this may include a change from one type of use to  
3 another (e.g., from a residential to commercial use), or from an accessory to a principal use, or  
4 from seasonal to year-round use (see Section 3.4).

5 **Church:** See Place of Worship.

6 **Commercial Use:** An enterprise that is carried on for profit by the owner, lessee or licensee.

7 **Common Land:** Land within a development or subdivision that is not individually owned or  
8 dedicated for public use, but which is intended to be held in common, for use, enjoyment,  
9 management and maintenance by the residents of the development or subdivision. Such land may  
10 include but not be limited to open space areas, parking lots, pedestrian walkways, utility and road  
11 rights-of way.

12 **Common Plan of Development:** Where a structure will be refurbished over a period of time.  
13 Such work might be planned unit by unit.

14 **Community Care Facility:** A residential care facility licensed by the state which provides 24-  
15 hour supervision, personal care services, and limited medical services to seven or more  
16 individuals who are in need of care, protection and/or assistance to sustain the activities of daily  
17 living. See also Group Home.

18 **Community Center:** A building owned by a public or nonprofit entity, or a homeowners or  
19 similar community association, which is used for recreational and social activities and is  
20 intended primarily to serve the population of the community in which it is located.

21 **Community System:** Any water or wastewater disposal system other than a municipally-owned  
22 system which provides potable water to or disposes of wastewater from two or more domestic,  
23 commercial, industrial, or institutional uses. Such systems shall include related collection,  
24 distribution and treatment facilities.

25 **Contiguous Land:** (1) A parcel of land contained within a single, unbroken parcel boundary (a  
26 division of land by a town or private road right-of-way shall not render such land  
27 noncontiguous); or (2) two or more parcels which share a common parcel boundary or point.

28 **Contractor's Yard:** A parcel of land with or without buildings thereon to be used for the storage  
29 of equipment, materials, and/or vehicles used in the operation of construction and related trades.

30 **Cul-de-Sac:** A road intersecting another road at one end, and terminated at the other end by  
31 some form of vehicular turnaround.

32 **Cultural Facility:** A museum, theater, concert hall, botanical or zoological garden, or other  
33 establishment which offers programs, performances or exhibits of cultural, educational,  
34 historical, or scientific interest, and is not operated as a commercial use. See also Commercial  
35 Use, Recreation, Indoor.

36 **Critical facility:** Includes police stations, fire and rescue facilities, hospitals, shelters, schools,  
37 nursing homes, water supply and waste treatment facilities, and other structures the community  
38 identifies as essential to the health and welfare of the population and that are especially  
39 important following a disaster. For example, the type and location of a business may raise its  
40 status to a Critical Facility, such as a grocery or gas station.

41 **Day Care Facility:** All state registered or licensed day care facilities which do not meet the  
42 definition of "home child care," including nonresidential child and adult day care facilities, and

- 1 home-based child care facilities that serve more than six children on a full-time basis. See also  
2 Home Child Care, Residential Care Facility.
- 3 **Degree of Nonconformity:** The extent which the nonconforming feature/element of a structure  
4 extends beyond that point which constitutes the greatest pre-existing encroachment.
- 5 **Density:** The number of dwelling units, principal uses or structures permitted per area of land,  
6 excluding land area within designated road rights-of-way.
- 7 **Development:** See Land Development.
- 8 **Drive-through:** A business establishment which includes a driveway approach or parking spaces  
9 for motor vehicles to serve patrons while in the motor vehicle rather than within a building or  
10 structure.
- 11 **Driveway:** A minor, private travel way, serving up to three adjoining parcels, which provides  
12 vehicular access from an adjoining road to a parking space, garage or other structure. See also  
13 Road.
- 14 **Dwelling Unit:** A space consisting of one or more rooms designed, occupied or intended for  
15 occupancy as a separate living quarters, with cooking, sleeping, and sanitary facilities provided  
16 within that space for the exclusive use of a single family or individual maintaining a household.  
17 See also Family, Accessory Apartment, and Seasonal, Single Family, Two-Family, and Multi-  
18 Family Dwelling.
- 19 **Easement:** The legal authorization given by a property owner to another person or party for the  
20 use of any designated part of his or her property for a specified purpose.
- 21 **Educational Facility:** See School.
- 22 **Elderly Housing:** A multiple dwelling in one or more buildings, each unit of which is  
23 specifically designed and intended for occupancy by at least one person who is 55 years of age or  
24 older. Such housing may include, as accessory structures or uses, congregate dining and  
25 recreational facilities, and assisted living services. See also Community Care Facility.
- 26 **Erosion Control:** Measures to prevent the detachment and movement of soil or rock fragments  
27 or the wearing away of the land surface by water, wind, ice and gravity.
- 28 **Extraction of Earth Resources:** A use involving the on-site removal of surface and subsurface  
29 materials, including soil, sand, gravel, stone or organic substances other than vegetation, from  
30 land or water. Customary extraction operations include sand and gravel pits, and accessory  
31 operations such as the crushing, screening, and temporary storage of materials on-site (see  
32 Section 4.78). Specifically excluded from this definition are the grading and removal of dirt  
33 which is associated with and incidental to an approved site plan or subdivision, or an excavation  
34 associated with an accepted agricultural practice. See also Quarrying.
- 35 **Family:** A group of two or more persons living together as a household, or a single person  
36 maintaining a household.
- 37 **Farm Structure:** In accordance with the Act [§4495], a building for housing livestock, raising  
38 horticultural or agronomic plants, or carrying out other practices associated with agricultural or  
39 farming practices, as "farming" is defined in 10. V.S.A. §6001(22). This definition includes such  
40 farm structures as barns, silos, fences and manure pits, but specifically excludes a dwelling for  
41 human habitation. See also Accessory Dwelling, Agriculture, Accepted Agricultural Practices.
- 42 **Farming:** See Agriculture.

1 **Fill:** Any placed material that changes the natural grade, increases the elevation, or diminishes  
2 the flood storage capacity at the site.

3 **Final Plat:** The final drawings on which the subdivision is presented to the Planning  
4 Commission for approval and which, if approved, shall be filed for record with the Town Clerk.

5 **Financial Institution:** A bank, savings and loan, finance, mortgage or investment company that  
6 is open to the public.

7 ~~**FIA:** The Federal Flood Insurance Administration.~~

8 **FIRM:** See Flood Insurance Rate Map.

9 **Flood:** (a) A general and temporary condition of partial or complete inundation of normally dry  
10 land areas from: the overflow of inland or tidal waters; the unusual and rapid accumulation or  
11 runoff of surface waters from any source; and mudslides which are proximately caused by  
12 flooding and are akin to a river of liquid and flowing mud on the surfaces of normally dry land  
13 areas, as when earth is carried by a current of water and deposited along the path of the current.  
14 (b) The collapse or subsidence of land along the shore of a lake or other body of water as a result  
15 of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical  
16 levels or suddenly caused by an unusually high water level in a natural body of water,  
17 accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or  
18 abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in  
19 flooding.

20 ~~**Flood Hazard Area:** Those lands subject to flooding from the 100-year flood, as defined in the~~  
21 ~~existing or subsequently revised "Flood Insurance Study for the Town of Hardwick, Vermont"~~  
22 ~~and the Flood Hazard Boundary Map (FHBM) or subsequent Flood Insurance Rate Map (FIRM),~~  
23 ~~published by the Flood Insurance Administration, and available at the Hardwick Town Office.~~

24 ~~**Flood Hazard Boundary Map (FHBM):** An official map of Hardwick, issued by the Flood~~  
25 ~~Insurance Administration, where the boundaries of flood and mudslide (i.e., mudflow) related~~  
26 ~~erosion areas having special hazards are designated as Zone A, M, and/or E.~~

27 **Flood Insurance Study:** An examination, evaluation, and determination of flood hazards and, if  
28 appropriate, corresponding water surface elevations.

29 **Flood Insurance Rate Map:** An official map of a community, on which the Federal Insurance  
30 Administrator has delineated both the special flood hazard areas and the risk premium zones

31 **Floodplain or flood-prone area:** Any land area susceptible to being inundated by water from  
32 any source (See Flood.)

33 **Flood Proofing:** Any combination of structural and nonstructural additions, changes or  
34 adjustments to structures which reduce or eliminate flood damage to real estate or improve real  
35 property, water and sanitary facilities, structures, and their contents.

36 **Floodway:** The channel of a river or other watercourse and the adjacent land areas that must be  
37 reserved in order to discharge the base flood without cumulatively increasing the water surface  
38 elevation more than one foot at any point. Please note that Special Flood Hazard Areas and  
39 floodways may be shown on separate map panels.

40 **Floodway, Regulatory in the Town of Hardwick:** The channel of a river or other watercourse  
41 and the adjacent land areas that must be reserved in order to discharge the base flood without  
42 cumulatively increasing the water surface elevation more than one foot at any point.

1 **Forestry:** The use and management of woodlands for purposes of timber production, harvesting,  
2 and management for commercial, wildlife and/or conservation purposes. This definition  
3 specifically excludes permanent sawmills, lumber yards and other similar facilities used for the  
4 processing and/or manufacturing of wood and wood products; but may include, as accessory  
5 uses, portable sawmills and equipment used on-site in association with timber harvesting  
6 activities. See also Accepted Management Practices, Sawmill.

7 **Frontage:** The width of a lot abutting a road as measured at the street line.

8 **Functionally Dependent Use:** A use which cannot perform its intended purpose unless it is  
9 located or carried out in close proximity to water.

10 **Gasoline Station:** An establishment principally used for the sale of automobile or motor vehicle  
11 fuels, lubricants, and related motor vehicles products, and/or which has facilities for fueling  
12 motor vehicles. This definition specifically excludes automobile and motor vehicle repair  
13 services and sales, and the sale of food and unrelated convenience or grocery items. See also  
14 Motor Vehicle Service, Mixed Use.

15 **Greenhouse/Nursery:** The use of land, buildings and/or structures for the purpose of selling  
16 lawn and garden equipment, furnishings and supplies. This definition specifically does not  
17 include nurseries and greenhouses that are defined by the state as "Agriculture" or "Accepted  
18 Agricultural Practices" and are therefore exempted from these regulations. See also Agriculture,  
19 Accepted Agricultural Practices.

20 **Group Home:** A residential care home to be operated under state licensing or registration,  
21 serving not more than eight persons who have a handicap or disability as defined in 9 V.S.A.  
22 §4501, ~~shall be considered by right to constitute a permitted single-family residential use of~~  
23 ~~property, except that no such home shall be so considered if it is located within 1,000 feet of~~  
24 ~~another existing or permitted such home. (See Section 4.7.);~~

25 **Health Clinic:** A building or part thereof used for the medical, dental, surgical, or therapeutic  
26 treatment of human beings, but does not include a public or private hospital or a professional  
27 office of a doctor located in his or her residence. See also Home Occupation, Office.

28 **Height:** see Building Height.

29 **Historic Structure:** Any structure that is: (a) listed individually in the National Register of  
30 Historic Places (a listing maintained by the Department of the Interior) or preliminarily  
31 determined by the Secretary of the Interior as meeting the requirements for individual listing on  
32 the National Register; (b) certified or preliminarily determined by the Secretary of the Interior as  
33 contributing to the historical significance of a registered historic district or a district preliminarily  
34 determined by the Secretary to qualify as a registered historic district; (c) individually listed on a  
35 state inventory of historic places in states with historic preservation programs which have been  
36 approved by the Secretary of the Interior; or (d) individually listed on a local inventory of  
37 historic places in communities with historic preservation programs that have been certified  
38 either: (i) by an approved state program as determined by the Secretary of the Interior or (ii)  
39 directly by the Secretary of the Interior in states without approved programs.

40 **Home Child Care:** In accordance with the Act [§4412(5)], a state registered or licensed child  
41 care home serving 6 or fewer children on a full-time basis, and up to 4 additional children on a  
42 part-time basis, which is conducted within a single family dwelling by a resident of that  
43 dwelling. ~~A child care home as defined shall be considered a permitted use of a single family~~  
44 ~~dwelling. (See Section 4.6.)~~ See also Day Care Facility, Home Occupation.

1 **Home Industry:** A home-based business other than a home occupation which is conducted by  
2 the resident(s) of a single family dwelling, which is carried on within the principal dwelling  
3 and/or an accessory structure, and which meets all applicable requirements of these regulations  
4 (see Section 4.89). See also Home Occupation.

5 **Home Occupation:** A use conducted entirely within a minor portion of a single family dwelling  
6 which is conducted by resident family members, which is clearly incidental and secondary to the  
7 use of the dwelling for dwelling purposes, which does not have an undue adverse effect upon the  
8 residential character of the neighborhood, and which meets the requirements of these regulations  
9 (see Section 4.89). See also Bed & Breakfast, Home Child Care, Home Industry.

10 **Hospital:** An institution authorized by the state to provide primary and emergency health  
11 services and medical or surgical care to persons, primarily inpatients, suffering from illness,  
12 disease, injury, or other physical or mental conditions; and including, as an integral part of the  
13 institution, related facilities such as laboratories, outpatient facilities, training facilities, medical  
14 offices, central service facilities, and staff residences. See also Health Clinic.

15 **Hotel/Motel:** A building containing bedrooms and other facilities rented out to provide overnight  
16 accommodations to transient travelers, and having a management entity operating the building(s)  
17 and providing such services as maid service, a central switchboard, or dining facilities to  
18 occupants of the lodging facility. See also Bed & Breakfast.

19 **Industry, Light:** A use providing for the manufacturing of goods predominately from previously  
20 prepared materials of finished products or parts, including processing, fabrication, assembly,  
21 treatment, packaging, incidental storage, sales and distribution of such products or components,  
22 but excludes basic industrial processing; and meets the specific standards in Section 4.910. See  
23 Also Industry, Heavy.

24 **Industry, Heavy:** The processing, treatment and/or conversion of raw or semi-finished materials  
25 into a different form or state. This definition does not include the processing of agricultural  
26 goods raised on the premises, which falls under the definition of agriculture, nor does it include  
27 agricultural and forest processing. See also Industry, Light.

28 **Junk Yard:** See Salvage Yard.

29 **Kennel:** The boarding, breeding, raising, grooming, or training of four or more dogs, cats, or  
30 other household pets of any age for a commercial use and/or which are not owned by the owner  
31 or occupant of the premises. See also Veterinary Clinic.

32 **Land Development:** In accordance with the Act [§4303(10)], the division of a parcel into two or  
33 more parcels, the construction, reconstruction, conversion, structural alteration, relocation or  
34 enlargement of any building or other structure, or any human-made change to improved or  
35 unimproved real estate, including but not limited to, ~~or any paving,~~ mining, excavation, ~~or~~  
36 landfill, dredging, grading, or drilling, or storage of equipment or materials, or any changes in  
37 the use of any building or other structure or land or extension of use of land.

38 Letter of Map Amendment (LOMA): A letter issued by the Federal Emergency Management  
39 Agency officially removing a structure or lot from the flood hazard zone based on information  
40 provided by a certified engineer or surveyor. This is used where structures or lots are located  
41 above the base flood elevation and have been inadvertently included in the mapped special flood  
42 hazard area.

43 **Level of Service:** (1) A measure of the relationship between public service and facility capacity  
44 and the demand for public services and facilities; (2) for traffic, the operating conditions that a

1 driver will experience while traveling on a particular street or highway, including frequency of  
2 stops, operating speed, travel time, traffic density and vehicle operating costs.

3 **Loading Space:** An off-street space that is at least twelve feet wide, thirty-five feet long, and  
4 fourteen feet high, not including the access driveway, and has direct access onto a road, which is  
5 used for the temporary parking of one licensed motor vehicle.

6 **Lot:** (1) Land occupied or to be occupied by a principal structure or use and its accessory  
7 structures and/or uses, together with required open spaces, having not less than the minimum  
8 area, width or depth required for a lot in the district in which such land is situated, and having  
9 frontage on a road, or other means of access as may be approved by the Board; (2) a portion of  
10 land in a subdivision or plat that is separated from other portions by a property line (see also  
11 Contiguous Land). A separate deed description for a parcel of land does not necessarily  
12 constitute a lot for zoning and development purposes.

13 **Lot Area:** The total land area within the property (boundary) lines of a lot, excluding any area  
14 within the boundaries of an existing or proposed road right-of-way.

15 **Lot, Corner:** Lot at the intersection of two roads (streets) which has an interior angle of less than  
16 135 degrees. A lot abutting a curved street shall be considered a corner lot if the tangents to the  
17 curve at the points of intersection of the side lot lines intersect at an interior angle of less than  
18 135 degrees.

19 **Lot Depth:** The mean horizontal distance from the street line of the lot to its opposite rear line  
20 measured at right angles to the building front line.

21 **Lot Frontage:** See Frontage.

22 **Lot Line:** Property line bounding a lot (parcel).

23 **Lot Size:** See Lot Area.

24 **Lot Width:** The width of a lot as measured at right angles to lot depth, at the required building  
25 front line.

26 **Lowest Floor:** The lowest floor of the lowest enclosed area (including basement). An unfinished  
27 floor or flood resistant enclosure, used solely for parking vehicles, building access, or storage in  
28 an area other than a basement area is not considered a building's lowest floor, provided that such  
29 enclosure is not built so as to render the structure in violation of applicable federal (44 CFR  
30 Section 60.3) non-elevation design requirements.

31 **Manufactured Home:** ~~A single family dwelling, transportable in one or more sections, which is~~  
32 ~~built on a permanent foundation and is connected to required utilities. For floodplain~~  
33 ~~management purposes only, the term "manufactured home" also includes park trailers, travel~~  
34 ~~trailers, and other similar vehicles placed on the site for more than 180 consecutive days. See~~  
35 ~~also Single Family Dwelling, Mobile Home. See Mobile Home.~~

36 **Mean Sea Level:** The standard datum to which base flood elevations shown on Flood Insurance  
37 Rate Maps, and typical contour elevations, are referenced.

38 **Mixed Use:** A building or parcel containing two or more uses which are otherwise allowed as  
39 permitted or conditional uses within the district in which the building or parcel is located (see  
40 Section 4.1012). See also Accessory Use, Principal Use.

41 **Mobile Home (or Manufactured Home):** ~~A prefabricated dwelling unit which is (1) designed~~  
42 ~~for continuous residential occupancy; and (2) is designed to be moved on wheels, as a whole or~~

~~in sections. In accordance with the Act [§4412(1)], a mobile home shall be considered a single family dwelling, and cannot be excluded from a zoning district except on the same terms and conditions as conventional housing is excluded. See also Single Family Dwelling A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured home” does not include a “recreational vehicle.”-~~

**Mobile Home Park:** A parcel of land under single or common ownership or control which contains, or is designed, laid out or adapted to accommodate three or more mobile homes.

**Motor Vehicle Sales:** A building, lot or portion thereof used for the sale and/or rental of automobiles, trucks, motorcycles, or other motor vehicles. This definition specifically excludes motor vehicle service, which may be allowed in designated zoning districts subject to review as a Mixed Use. See also Mixed Use, Motor Vehicle Service.

**Motor Vehicle Service:** An establishment whose principal purpose is the repair of motor vehicles, including body shops, general vehicle and engine repair shops, and rebuilding and/or reconditioning shops. Gasoline stations are specifically excluded from this definition. See also Gasoline Station, Motor Vehicle Sales.

**Multi-Family Dwelling:** A building housing three or more dwelling units, including apartments or attached town houses. See also Dwelling Unit.

**Municipal Land Use Permit:** As defined in the Act [§4303(11)] to include, as issued by the municipality: (1) final zoning, subdivision, site plan or building permits or approvals relating to subdivision and land development; (2) septic or sewage system permits; (3) final official minutes of meetings which relate to permits or approvals, which serve as the sole evidence of such permits or approvals; (4) certificates of occupancy, compliance or similar certificates; and (5) any amendments to the previously listed, permits, approvals and/or certificates.

**New Construction:** Structures or subsequent improvements to existing structures that were either a) Issued a permit by the Zoning Administrator after the effective date of these bylaws; or b) Structures or subsequent improvements to existing structures, not exempt from these bylaws, that occurred after the effective date of these bylaws. For purposes of these bylaws, “occur” shall mean: a) Substantial commencement of any development outside of the Special Flood Hazard Area; or b) Start of construction of any development within the Special Flood Hazard Area.<sup>39</sup>

**Nonconforming Structure:** A structure or part of a structure that does not conform to the present bylaws but was in conformance with all applicable laws, ordinances, and regulations prior to the enactment of the present bylaws, including a structure improperly authorized as a result of error by the administrative officer.

**Nonconforming Use:** The use of land that does not conform to the present bylaws but did conform to all applicable laws ordinances, and regulations prior to the enactment of the present bylaws, including a use improperly authorized as a result of error by the administrative officer.

**Non-residential:** Includes, but is not limited to: small business concerns, churches, schools, nursing homes, farm buildings (including grain bins and silos), pool houses, clubhouses, recreational buildings, government buildings, mercantile structures, agricultural and industrial structures, and warehouses.

---

<sup>39</sup> This definition was revised to account for the two definitions, Start of construction, and Substantial Commencement, which are close but not synonymous and serve different purposes.

1 **Office:** A room, suite of rooms or building principally used for conducting the affairs of a  
2 business, profession, or service industry. This definition specifically excludes office space which  
3 is associated with home occupations, or is clearly accessory to another allowed principal use. It  
4 also specifically excludes the on-premise retail sale of goods and services. See also Home  
5 Occupation.

6 **Open Space:** Land not occupied by structures, buildings, roads, drive-ways, rights-of-way,  
7 recreational facilities, and parking lots. Open space may or may not be held in common.

8 **Parking Space:** An on- or off-street area, other than a loading or service area, which is to be  
9 used exclusively as a temporary storage space for one licensed private motor vehicle (see Section  
10 3.103). A parking space shall be at least nine feet wide, and eighteen feet long, not including  
11 associated access and maneuvering space, and shall have access onto a public or private road.

12 **Parking Facility:** A separate, off-street parking area, garage or similar structure that is the  
13 principal use of a lot.

14 **Perennial Stream:** A watercourse or portion, segment, or reach of a watercourse, generally  
15 exceeding 0.5 square miles in watershed size, in which surface flows are not frequently or  
16 constantly interrupted during normal seasonal low flow periods. Perennial streams that begin  
17 flowing subsurface during low flow periods, due to natural geologic conditions, remain defined  
18 as perennial. All other streams, or stream segments of significant length, shall be termed  
19 intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and  
20 ponds.

21 **Person:** Any individual, partnership, corporation, association, unincorporated organization, trust,  
22 or any other legal or commercial entity, including a joint venture or affiliated ownership which  
23 owns or controls land or other property to be subdivided and/or developed under the provisions  
24 of these regulations. The word "person" shall also include any municipality or other government  
25 agency.

26 **Personal Service:** A business which provides services of a personal nature, including but not  
27 limited to: laundry and dry cleaning, beauty and barber shops, shore repair, funeral services, and  
28 photographic studios.

29 **Phasing:** Development undertaken in a logical time and geographical sequence, typically to  
30 ensure that development is coordinated with the provision of services and facilities and will not  
31 result in adverse environmental impacts (e.g., erosion).

32 **Place of Worship:** A building used solely for purposes of assembly and worship by a legally  
33 established and recognized religious institution. This definition also includes such customary  
34 accessory structures such as parish houses.

35 **Planned ~~Residential Unit~~ Development (~~PRDPUD~~):** An area of land, controlled by a  
36 landowner, to be developed as a single entity for a number of dwelling units; the plan for which  
37 does not correspond in lot size, bulk, or type of dwelling, density, lot coverage, or required opens  
38 space under these regulations except as a planned unit development. See also Subdivision,  
39 Major.

40 **Planning Commission:** The Hardwick Planning Commission, as created under the Act.

41 **Plot Plan or Plat:** A map or representation on paper, Mylar or other accepted material, of a  
42 piece of land subdivided into lots and roads, drawn to scale.

43 **Pre-existing:** A use or structure that was legally in existence as of the effective date of these

1 regulations.

2 **Principal Structure:** A building or structure within which the main or principal use of the lot on  
3 which the building is located is conducted. See also Accessory Structure, Structure.

4 **Private Club:** A corporation, organization, or association or group of individuals existing for  
5 fraternal, social, recreational, or educational purposes, for cultural enrichment or to further the  
6 purposes of agriculture, which owns, occupies, or uses certain specified premises, which is not  
7 organized or operated for profit, and the benefits of which are available primarily to members  
8 only.

9 **Public Property:** Owned, leased, held, used, and/or controlled exclusively for public purposes  
10 by the Town of Hardwick, or any other department or branch of government, or publicly-  
11 regulated utility.

12 **Public Assembly Use:** See Cultural Facility, Public Facility.

13 **Public Improvement:** Any improvement which shall be owned and/or maintained by the Town  
14 of Hardwick or other department or branch of state or federal government.

15 **Public Facility/Utility:** A building, utility or other facility owned, leased, held, used, and/or  
16 controlled exclusively for public purposes by a municipal, state or federal government, regulated  
17 utility or railroad. Such facilities include, but may not be limited to: municipal buildings and  
18 garages, water and wastewater facilities, power generation and transmission facilities, reservoirs,  
19 solid and hazardous waste management facilities, institutional facilities, and telephone, cable and  
20 electrical distribution lines. Public facilities and utilities, including distribution and service lines  
21 to individual uses, are allowed within all zoning districts unless otherwise specified, or  
22 specifically excluded, under district standards (see Section 4.13). See also Public Improvement,  
23 School, Telecommunications Facility.

24 **Public Road:** A road (street, highway) which is constructed within the boundaries of an  
25 officially deeded and municipally accepted public right-of-way (town highway), or a designated  
26 state road. See also Road.

27 **Quarrying:** The removal of rock by means of open excavation to supply material for  
28 construction, industrial or manufacturing purposes, and related operations such as blasting,  
29 crushing and the temporary storage of materials on site (see Section 4.7). See also Extraction of  
30 Earth Resources.

31 **Reconstruct:** To replace or rebuild a building or structure which has been substantially  
32 destroyed or demolished without regard to cause.

33 **Recreation/Indoor:** A building or structure designed, equipped and used for sports, leisure time,  
34 and other recreational activities, except for such facilities which are accessory to an approved  
35 educational facility or a residential use. This includes, but may not be limited to bowling alleys,  
36 movie theaters, pool halls, skating rinks, gymnasiums, and indoor swimming pools. See also  
37 Community Center, Cultural Facility.

38 **Recreation/Outdoor:** A facility for outdoor recreation, including but not limited to a stadium,  
39 tennis courts, golf courses, athletic fields, swimming pools, and trails for hiking, horseback  
40 riding, bicycling, snowmobiling, and cross-country skiing; except for such facilities which are  
41 accessory to an approved educational facility or a residential use.

42 **Recreational Vehicle:** A vehicle which is: (a) Built on a single chassis; (b) 400 square feet or  
43 less when measured at the largest horizontal projection; (c) Designed to be self-propelled or

1 permanently towable by a light duty truck; and (d) Designed primarily not for use as a permanent  
2 dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use. See  
3 Camper.

4 **Required Agricultural Practices (RAPs):** Required practices for agriculture, including farm  
5 structures other than dwellings, as currently defined by the Commissioner of Vermont  
6 Department of Agriculture, Food and Markets in accordance with the Act [§4413(d)]. Also see  
7 *Agriculture.*

8 **Residential Care Facility:** A facility licensed by the state which provides primarily non-medical  
9 residential care services to seven or more individuals in need of personal assistance essential for  
10 sustaining the activities of daily living, or for the protection of the individual, on a 24-hour a day  
11 basis. See also Day Care Facility, Group Home.

12 **Residential Use:** The use of a structure principally for dwelling purposes, and associated  
13 customary accessory uses such as a child care home or home occupation as defined under these  
14 regulations. For the purposes of these regulations, group homes shall also be considered a  
15 residential use of a single family dwelling.

16 **Restaurant:** Premises where food and drink are prepared, served and consumed primarily within  
17 the principal building.

18 **Retail Store:** Establishment where goods or merchandise are offered for retail sale or short term  
19 rental to the general public for personal, business or household consumption and services  
20 incidental to the sale of such goods are provided. This definition specifically excludes motor  
21 vehicle sales, motor vehicle service and gasoline stations, and the retail sale of gasoline in  
22 association with other retail uses.

23 **Retreat Center:** A facility used for professional, education or religious conclaves, meetings, or  
24 seminars and which may provide meals, housing and recreation for program participants. Such  
25 facilities shall not be open to the general public for meals or lodging. Kitchen and dining  
26 facilities shall be located in a single, centrally located building.

27 **Ridgeline:** The uppermost points on a profile of a ridge, hill, cliff, slope or face. It may coincide  
28 with the top (highest elevation) of a rock cliff or, where the bedrock is not exposed, the most  
29 obvious break in slope associated with the underlying bedrock. The term does not include  
30 intermediate terraces, steps, or elevations along the face of a slope.

31 **Road:** A right-of-way that provides access to four or more parcels. The word "road" shall mean  
32 the entire right-of-way, unless otherwise specified under these regulations. See also Driveway,  
33 Public Road.

34 **Road Grade:** Officially established grade (slope) of the road upon which a lot fronts. If there is  
35 no officially established grade, the existing grade of the road shall be taken as the road grade.

36 **Salvage Yard:** Any place of outdoor storage or deposit for storing, keeping, processing, buying,  
37 or selling junk or as a scrap metal processing facility as defined in 24 V.S.A. § 2241(12).  
38 “Salvage yard” also means any outdoor area used for operation of an automobile graveyard as  
39 defined in 24 V.S.A. § 2241. It does not mean a garage where wrecked or disabled motor  
40 vehicles are stored for less than 90 days for inspection or repairs, or a private transfer station or  
41 sanitary landfill which is licensed in compliance with the Vermont Statutes Annotated. A facility  
42 or area for storing, keeping, selling, dismantling, shredding, or salvaging of discarded material or  
43 scrap metal. This definition includes, but is not limited to "junkyards" as defined by the state.

1 **Sawmill:** A facility where logs are temporarily stored, and sawn, split, shaved, stripped, chipped  
2 or otherwise processed to produce lumber or other wood products. Portable chippers, sawmills,  
3 or other equipment used on a temporary basis to process wood on the site of an active logging  
4 operation are excluded from this definition. See also Forestry.

5 **School:** A public, private or parochial institution licensed by the State of Vermont to provide  
6 educational instruction to students. Such facilities may also include accessory recreational and  
7 dining facilities, and be used as officially designated, temporary emergency shelters.

8 **Screening:** The use of planted vegetation, fencing, walls, natural topography or earthen berms to  
9 visually shield or obscure a structure or use from neighboring structures, properties, rights-of-  
10 way, and/or designated public vantage points.

11 **Seasonal Camp:** A detached dwelling unit which is not the primary residence of the owner or  
12 occupant and/or is occupied only on a part-time or seasonal basis, such as a hunting or summer  
13 camp. This definition shall include, but may not be limited to: a dwelling which lacks one or  
14 more of the basic amenities, services or utilities required for year-round or all weather  
15 occupancy, including but not limited to a winterized plumbing system, insulated walls and roof,  
16 heating source, or adequate water or wastewater disposal systems. In districts in which single  
17 family dwellings are an allowed use, a seasonal camp may be permitted as a single-family  
18 dwelling.

19 **Service Area:** An area designated on-site to accommodate customary accessory services to a  
20 principal use or structure, including but not limited to recycling and waste disposal facilities,  
21 snow storage, cart and bicycle storage, emergency service areas (e.g., fire lanes), and transit  
22 services.

23 **Setback:** The horizontal distance from a road, lot line, boundary or other delineated feature (e.g.,  
24 a stream bank, shoreline, or wetland area), to the nearest structural element of a building,  
25 structure, or parking area on the premises. In the case of a road, the distance shall be measured  
26 starting 25 feet from the road centerline.

27 **Sign:** Any structure, display, device, or representation, which is designed or used to advertise,  
28 direct to, or call attention to anything, person, business activity or place, and is visible from any  
29 public highway or other public vantage point. This definition does not include the flag, pennant,  
30 or insignia of any nation, state, or municipality (see Section 3.1314).

31 **Sign Area:** The total area that encompasses all sign faces and supporting structures, except for  
32 legs of supporting posts, and knobs of supporting posts that extent beyond the highest point of  
33 the sign face of freestanding signs.

34 **Sign Face:** The portion of the sign that contains a message, an image, or lettering.

35 **Silviculture:** See Forestry.

36 **Single (One) Family Dwelling:** A building housing one principal dwelling unit designed and  
37 intended for year-round use. See also Accessory Dwelling, Dwelling Unit, Group Home, Mobile  
38 Home, Manufactured Home, Seasonal Dwelling.

39 **Slope:** The deviation of a surface from the horizontal, usually expressed in percent or degrees.

40 **Special Flood Hazard Area:** The floodplain within a community subject to a 1 percent or  
41 greater chance of flooding in any given year. For purposes of these regulations, the term “area of  
42 special flood hazard” is synonymous in meaning with the phrase “special flood hazard area”.  
43 This area is usually labeled Zone A, AO, AH, AE, or A1-30 in the most current flood insurance

1 studies and on the maps published by the Federal Emergency Management Agency. Maps of this  
2 area are available for viewing in the municipal office or online from the FEMA Map Service  
3 Center: <http://msc.fema.gov> Base flood elevations have not been determined in Zone A where  
4 the flood risk has been mapped by approximate methods. Base flood elevations are shown at  
5 selected intervals on maps of Special Flood Hazard Areas that are determined by detailed  
6 methods. Please note, where floodways have been determined they may be shown on separate  
7 map panels from the Flood Insurance Rate Maps.

8 **Start of Construction:** Exclusively used for the purpose of a) determining the Flood Insurance  
9 **Rate Map in effect at the time of construction, as well as the bylaw in effect, and b) identifying**  
10 **the total cost of substantial improvements to structures in the Special Flood Hazard Area. “Start**  
11 **of Construction” means the date the building permit was issued, provided the actual start of**  
12 **construction, repair, reconstruction, rehabilitation, addition placement, or other improvement**  
13 **occurred within 180 days of the permit date. The actual start means either the first placement of**  
14 **permanent construction of a structure on a site, such as the pouring of slab or footings, the**  
15 **installation of piles, the construction of columns, or any work beyond the stage of excavation; or**  
16 **the placement of a manufactured home on a foundation. Permanent construction does not include**  
17 **land preparation, such as clearing, grading and filling; nor does it include the installation of**  
18 **streets and/or walkways; nor does it include excavation for basement, footing, piers, or**  
19 **foundations or the erection of temporary forms; not does it include the installation on the**  
20 **property of accessory structures, such as garages or sheds not occupied as dwelling units or not**  
21 **part of the main structure. For a substantial improvement, the actual start of construction means**  
22 **the first alteration of any wall, ceiling, floor, or other structural part of a building, regardless of**  
23 **whether that alteration affects the external dimensions of the building. (Note: This term is not**  
24 **synonymous with “Substantially Commenced” which is more broadly defined, and is used to**  
25 **track the expiration date of any zoning permit issued in the Town of Hardwick.)**

26 **Storage Facility(enclosed):** One or more structures used for the storage of goods and materials,  
27 and not as a primary location or outlet for business or retail uses.

28 **Stormwater Management:** The collecting, conveyance, channeling, holding, retaining,  
29 detaining, infiltrating, diverting, treating or filtering of surface water and/or runoff, together with  
30 applicable nonstructural management techniques.

31 **Story:** Part of a building which is between one floor level and the next higher floor level, or  
32 ceiling above it.

33 **Stream:** Any surface water course in the Town of Hardwick as depicted by the U.S. Geological  
34 Survey on topographic maps or as identified through site investigation; excluding artificially  
35 created irrigation and drainage channels (see also Stream Channel).

36 **Stream Channel:** A defined area that demonstrates clear evidence of the permanent or  
37 intermittent passage of water and includes, but may not be limited to bedrock channels, gravel  
38 beds, sand and silt beds, and swales. A stream bank may define the usual boundaries, but not the  
39 flood boundaries, of a stream channel. Artificially created water courses such as irrigation and  
40 drainage ditches are specifically excluded from this definition. See also Stream.

41 **Street:** See Road.

42 **Street Line:** The boundary of an existing or proposed road (street) right-of-way. Where the  
43 width of a public road is not established, the street line shall be considered to be twenty-five feet  
44 from the center of the road.

1 **Structure:** ~~An assembly of materials on the land for occupancy or use, including but not limited~~  
2 ~~to a building, mobile home or trailer, sign, wall or fence which necessitates pilings, footings, or a~~  
3 ~~foundation attached to the land~~ A walled and roofed building, as well as a manufactured home,  
4 and any related built systems, including gas or liquid storage tanks. ~~(see Exemptions under~~  
5 ~~Section 7.2)~~<sup>40</sup>. See also Building.

6 **Subdivider:** Any person who shall lay out for the purpose of transfer of ownership or right to  
7 use any subdivision or part thereof. The term shall include an applicant for subdivision approval.

8 **Subdivision:** The division of any parcel of land into two or more parcels for the purposes of  
9 immediate or future sale, conveyance, or development. The term "subdivision" includes  
10 resubdivisions, amended subdivisions, lot line (boundary) adjustments, and the division of land  
11 held in common among several owners. See also Parcel; Subdivision, Major; Subdivision,  
12 Minor.

13 **Subdivision, Major:** All subdivisions other than minor subdivisions, including but not limited to  
14 a subdivision and/or subsequent resubdivision of a parcel(s) to create four or more lots, and all  
15 planned residential and planned unit developments. See also Subdivision; Subdivision, Minor.

16 **Subdivision, Minor:** (1) Lot line or boundary adjustments between pre-existing lots which do  
17 not create additional or nonconforming lots, (2) the subdivision of land into three or fewer lots,  
18 each of which meets the frontage requirements for the zoning district in which it is located,  
19 within a five year period; or (3) amendments to an approved subdivision (including a the  
20 resubdivision of a subdivided parcel) which do not substantially alter the nature of the approved  
21 subdivision, result in the creation of a total of more than three lots, or violate the original  
22 conditions of approval. See also Subdivision; Subdivision, Major.

23 **Substantial Damage:** For purposes of floodplain management, includes damage of any origin  
24 sustained by a structure whereby the cost of restoring the structure to its before-damaged  
25 conditions would equal or exceed 50 percent of the market value of the structure before damage  
26 occurred.

27 **Substantial Improvement:** For purposes of floodplain management, includes ~~A~~any repair,  
28 reconstruction, rehabilitation, addition, or other improvement of a structure after the date of  
29 adoption of this bylaw, the cost of which, over one year<sup>41</sup>, or over a period of a "common plan of  
30 development," cumulatively equals or exceeds fifty percent of the market value of the structure  
31 either: (a) before the improvement or repair is started, or (b) if the structure has been damaged  
32 and restored, before the damage occurred. For the purpose of administering flood hazard area  
33 regulations, this definition excludes the improvement of a structure to comply with existing  
34 municipal or state health, sanitary, or safety code specifications which are solely necessary to  
35 assure safe living conditions before the "start of construction" of the improvement. The term  
36 includes structures which have incurred "substantial damage," regardless of the actual repair  
37 work performed. The term does not, however, include either: a) Any project for improvement of  
38 a structure to address violations of state or local health, sanitary, or safety code specifications,  
39 which have been identified by the local code enforcement official and which are the minimum  
40 necessary to assure safe living conditions; or b) Any alteration of a "historic structure," provided  
41 that the alteration will not preclude the structure's continued designation as a "historic structure."

42 **Substantially commenced:** For purposes of all aspects of this bylaw, except for floodplain

---

<sup>40</sup> I don't believe that it is appropriate to attempt to delineate exemptions from your bylaw in this definition.

<sup>41</sup> I believe that the one-year period is what we settled on in the August 9<sup>th</sup> meeting. This period limit for substantial improvements may be at the discretion of the town. The sample flood regulations suggest three years.

1 management, includes visible signs of activity on new construction of a new structure or repair  
2 of a damaged structure, including the commitment of resources and materials to a project, such  
3 as the pouring of a foundation, the completion of a frame, or the delivery of required building  
4 materials to the construction site.

5 **Substantially Completed:** The completion of a permitted building or structure to the extent that  
6 it may be safely occupied for its intended use.

7 **Telecommunications Facility:** A tower or other support structure, including antennae, that will  
8 extend 20 or more feet vertically, and related equipment, and base structures to be used primarily  
9 for communication or broadcast purposes to transmit or receive communication or broadcast  
10 signals.

11 **Tourist Home:** See Bed & Breakfast.

12 **Tower:** A vertical structure for antenna(s) and associated equipment that provide  
13 telecommunication services.

14 **Town Plan:** The Hardwick Town Plan as most recently adopted. Town Highway: See Public  
15 Road.

16 **Trailer:** See Camper.

17 **Two-Family Dwelling:** A building housing two principal dwelling units. See also Accessory  
18 Dwelling, Dwelling Unit.

19 **Use:** The purpose for which a building, structure, or parcel of land is designed, intended,  
20 occupied or used.

21 **Variance:** As set forth in the Act [§4469], permission to depart from the literal requirements of  
22 these regulations. Such permission is limited to departures from zoning requirements relating to  
23 frontage, setback, yard, coverage and height requirements (see Section 7.4). See also Degree of  
24 ~~Noncompliance~~Nonconformity, Noncomplying Nonconforming Structure, and Nonconforming  
25 Use.

26 **Veterinary Clinic:** A building or premises used for the medical or surgical treatment and  
27 temporary boarding of domestic animals and pets receiving medical or surgical treatment. See  
28 also Kennel.

29 **Violation:** The failure of a structure or other development to be fully compliant with this bylaw.  
30 A structure or other development without the elevation certificate, other certifications, or other  
31 evidence of compliance required in 44 CFR 60.3 is presumed to be in violation until such time as  
32 that documentation is provided.

33 **Warehouse:** See Storage Facility (enclosed).

34 **Wireless Telecommunication Service:** Any commercial mobile service, wireless service,  
35 common carrier wireless exchange service, cellular service, personal communication service  
36 (PCS), specialized mobile radio service, paging service, wireless data service or public or private  
37 radio dispatch service.

38 **Yard:** The area on a lot, defined by front, side or rear setback distances, which is not occupied  
39 by a building or structure. See also Setback.

40 **Yard Sale:** The casual sale of personal property open to the general public and generally denoted  
41 by the terms "garage sale, " "attic sale, " "lawn sale, " "flea market, " "barn sale" or similar  
42 phrase.

1 **Zoning Administrator:** The Hardwick Administrative Officer.

2

3