



Town of Charlotte
Planning & Zoning

Memo

To: Selectboard Members
From: Jeannine McCrumb, Zoning Administrator 
cc: Dean Bloch, Town Administrator
Date: February 26, 2014
Re: Request for Refund of Planning & Zoning Fees

On December 13, 2013, John Patnaude filed an application for a zoning permit to construct an addition to the residence located at 625 Greenbush Road. I completed an initial review and found 1) the addition, as proposed, did not meet district setback requirements (100' from approved subdivision ROW) and 2) the addition would require an amended wastewater permit to add a 4th bedroom or the applicant needed to provide a floorplan and certification that the residence would remain a 3 bedroom residence. I wrote a letter to Mr. Patnaude indicating that the application was incomplete and requesting a letter of release for the ROW and an application for a wastewater permit amendment.

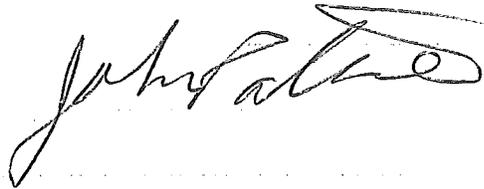
On January 15, 2014, Mr. Patnaude came in to the office and indicated that he would revise the application by moving the addition to the north side of the house.

On February 21, 2014, Mr. Patnaude came in to let me know that he was withdrawing his application as he was no longer considering the project. He is requesting a refund of the application fee in the amount of \$350.00. I've attached a note signed by Mr. Patnaude indicating his request for withdraw.

Please let me know if you have any questions or concerns.

2/21/14

I, John Patnaude, am withdrawing my application
for an addition to 625 Greenbush Rd. submitted
12/13/13.

A handwritten signature in cursive script, appearing to read "John Patnaude". The signature is written in dark ink and is positioned to the right of the typed text.