



Town of Charlotte Planning & Zoning

Memo

To: Selectboard Members
From: Jeannine McCrumb, Town Planner / Zoning Administrator
cc: Dean Bloch, Town Administrator
Date: 10/2/15
Re: State of VT Permit Application Signature

The State of VT requires Landowner Certification via signature for all permit applications. As you know, projects involving Thompson's Point Leaseholder properties may now require State Shoreland permits and thus, Town of Charlotte signature as the landowner. The average turnaround for state permits is 15 days (registration projects) to 40 days (permit projects).

Permits for camp expansion and other improvements in this district also require local approval via a design review and conditional use review process. Local turnaround is ~60 days (includes public hearing).

Thompson's Point Leaseholder's are permitted to "at Lessee's sole expense, construct and maintain on the leased premises a structure to be used for seasonal residential purposes." I do not believe it is the Town's intent to limit what can and can't be renovated / constructed on Thompson's Point properties *independent of the normal permitting process*.

In an effort to expedite and simplify permitting requirements for leaseholders (and staff), I am asking the Selectboard to consider allowing Dean Bloch, Town Administrator, to sign state applications from Thompson's Point leaseholders on the Town's behalf. This will reduce a leaseholders permitting time by at least two weeks (time to get on Selectboard agenda). This signature is not meant to indicate Town 'approval' of a project as that decision is rendered through local design and conditional use review conducted by separate boards. The intent is simply to allow the applicant to proceed with review at the state level.

I am limiting this request to projects involving camp buildings and / or replacement of existing structures (including docks, stairs, seawalls etc). I believe the establishment of new seawalls and other structures along the shoreline should be discussed in terms of necessity by the Town. Design etc. is ultimately the purview of the Zoning Board and related comments and concerns should be presented via that process. Alternatively, a pre-application meeting with the applicant, P & Z staff and a liaison from the Selectboard could be scheduled.

Please let me know if you have any comments or concerns and thank you for your consideration.