

CHARLOTTE PLANNING COMMISSION
Charlotte Town Office
P.O. Box 119
Charlotte, VT 05445
Phone: 802 425-3533

May 7, 2004

Robert and Bernice Titus
6974 Spear Street
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-04-12

Dear Mr. and Mrs. Titus,

This letter is to summarize the Sketch Plan Review held at the Planning Commission's meetings on April 1st and 15th, 2004 to review the proposed subdivision of your property on Guinea Road and Spear Street.

The Planning Commission classified the project as a Major Subdivision, and also makes the following recommendations for the Preliminary Plat Application, which supplement the requirements of the Charlotte Subdivision Bylaws:

1. The project should cluster the building lots on the northern portion of the parcel, as indicated in the sketch plan. The prime agricultural soils should be avoided.
2. If the proposed lots cannot all be located in the northern area, a smaller cluster could potentially be located near the driveway to the shale pit.
3. The northern cluster should be accessed from Dolliver Drive. An access plan should be included in the Preliminary Plat Application, including a plan view, cross section, profile, and drainage.
4. The building lots should be located outside of and provide a sizable buffer to the wetland in the northeast corner of the parcel and the woodline that runs from this wetland to the fire pond.
5. The protected area should be located near the intersection of Spear Street and Guinea Road. The protected area should be depicted on the plat, including the number of acres, and a written description of the purpose and proposed use of the protected area should be provided.
6. The condition and functionality of the fire ponds and dry hydrant should be checked by the Charlotte Fire Department.

In accordance with Chapter V Section 1 of the Charlotte Subdivision Bylaws the Sketch Plan is valid for six months. Please let me know if I can answer any questions.

Sincerely,

Dean Bloch
Town Planner