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**TOWN OF CHARLOTTE
PLANNING COMMISSION
JANUARY 8, 2015**

APPROVED

Minutes are subject to correction by the Charlotte Planning Commission. Changes, if any, will be recorded in the minutes of the next Planning Commission meeting.

MEMBERS PRESENT: Peter Joslin, Acting Chair; Donna Stearns, Paul Landler, Gerald Bouchard, Linda Radimer, Marty Illick. **ABSENT:** Jeff McDonald.

ADMINISTRATION: Jeannine McCrumb, Town Planner/Zoning Administrator.

OTHERS: Sara Shays, Sarah Thompson, Robert Mack.

AGENDA ITEMS:

- **PC-14-29 Final Review for a Boundary Adjustment for Sara Shays at 2225 Spear Street.**

CALL TO ORDER

Mr. Joslin, Acting Chair, called the meeting to order at 7:00 p.m.

APPROVE REGULAR AGENDA AND CONSENT AGENDA

The agenda was approved with the following additions:

- Deliberative Session at 7:30 p.m.
- Town Plan Work Session – Responsiveness Summary, Chapter 4, Natural Resources.

Consent Agenda: none.

PUBLIC COMMENT

None.

MINTUES: December 18, 2014

MOTION by Mr. Bouchard, seconded by Ms. Radimer, to approve the Planning Commission minutes of December 18, 2014, as written.

VOTE: 6 ayes, 1 absent (Mr. McDonald); motion carried.

PLANNING COMMISSION MEETING SCHEDULE

- Saturday, 01/10/2015, 9:00 a.m. Site Visit: Sue Smith.
- Thursday, 01/15/2015, 7:00 p.m. regular Planning Commission meeting.
- Saturday, 01/31/2015, 9:00 a.m. Site Visit: George Aube, Carpenter Road (time subject to change)
- Thursday, 02/05/2015, 7:00 p.m., regular Planning Commission meeting.

46 **PC-14-29 FINAL REVIEW FOR A BOUNDARY ADJUSTMENT FOR SARA**
47 **SHAYS AT 2225 SPEAR STREET.**

48 Sara Shays, owner, appeared on behalf of the application.

49

50 **STAFF NOTES**

51 Mr. Joslin reviewed staff notes.

52

53 **APPLICANT COMMENTS**

54 Ms. Shays submitted a revised site plan and noted proposed locations of a site for a
55 20'x24' cottage, barn, septic easements along the front of the property, existing driveway,
56 existing house, and pasture/hay fields in the back of the property. Her new curb cut and
57 shared driveway would access the existing house and proposed cottage. The plan was to
58 adjust a boundary to add more pasture to the existing house lot. Potential buyers of the
59 existing house have expressed the need for more land for goats, or animals. Lot 2 would
60 have its own septic. There was existing open space in the back of the lots, explained Ms.
61 Shays.

62

63 **PLANNING COMMISSION QUESTIONS/COMMENTS**

64 Ms. Stearns asked if Clark Hinsdale III had septic rights on the property. Ms. Shays
65 replied no. He has an easement that he has not used yet. Nothing has been constructed,
66 clarified Ms. Shays.

67

68 Mr. Joslin asked Ms. Shays to have Clark Hinsdale's name removed from Lot 2. The site
69 plan would need to be amended for a boundary adjustment, said Mr. Joslin.

70

71 **PUBLIC COMMENTS**

72 Ms. Thompson, adjoining neighbor, asked for clarification of the proposed building
73 envelope and cottage site. Ms. Shays explained that the cottage would be located as close
74 to the septic as possible. She would flag the site. The cottage would look like a 1 ½ story
75 barn from Spear Street. A driveway would go around behind the existing house to the
76 new cottage site, said Ms. Shays.

77

78 Ms. Stearns asked the applicant to define the Lot 2 septic easement and the Hinsdale's
79 septic easement on the site map.

80

81 Ms. Shays said that when she originally purchased the property the deed included
82 language for existing septic rights to Clark Hinsdale. She had the soils tested and septic
83 soils were identified. The Hinsdale's have not done anything regarding the septic rights in
84 8 years. The proposed cottage would have 1.5 bedrooms. The septic was permitted for 3
85 bedrooms, said Ms. Shays.

86

87 Ms. McCrumb explained that the minimum state septic rules were for two bedroom
88 homes. Replacement fields were no longer required. The applicant should build the septic
89 for three bedrooms, suggested Ms. McCrumb.

90

91 Mr. Joslin suggested placing a riparian buffer restriction at the east lot line near the
92 brook. The open space across the two lots should be defined in an agreement, said Mr.
93 Joslin. Ms. McCrumb clarified that the east boundary was previously identified during
94 the BlackRock Construction application for a subdivision, which has been withdrawn.

95
96 Ms. Shays reiterated that the pasture/hay field was open space already, and pointed out
97 where the field was hayed along a brush line near the brook. Ms. McCrumb would work
98 with the applicant regarding a buffer.

99
100 Ms. Stearns asked if the power lines would follow along the driveway. Ms. Shays replied
101 yes.

102
103 Ms. McCrumb said that she would check if the power lines were better underground.
104 The application was really a subdivision amendment, stated Ms. McCrumb.

105
106 Ms. McCrumb said that she would draft staff notes for the Planning Commission review
107 and would send a letter to Ms. Shays with notes for Stewart Morrow, surveyor, related to
108 amending the site plan.

109
110 **MOTION by Ms. Illick, seconded by Mr. Landler, to close PC-14-29, a Final Review**
111 **for a Boundary Adjustment for Sara Shays at 2225 Spear Street.**
112 **VOTE: 6 ayes, 1 absent (Mr. McDonald); motion carried.**

113
114 **DELIBERATIVE SESSION**

115 **MOTION by Ms. Illick, seconded by Ms. Stearns, to enter Deliberative Session.**
116 **VOTE: 6 ayes, 1 absent (Mr. McDonald); motion carried.**

117
118 The Planning Commission entered Deliberative Session at 7:35 p.m.

119
120 **MOTION by Ms. Radimer, seconded by Mr. Bouchard, to exit Deliberative Session**
121 **and reconvene the regular meeting**
122 **VOTE: 6 ayes, 1 absent (Mr. McDonald); motion carried.**

123
124 The Planning Commission adjourned Deliberative Session at 8:22 p.m.

125
126 **TOWN PLAN – discussion**
127 The Planning Commission continued work on a Responsiveness Summarization to the
128 draft Town Plan and comments on Chapter 4, Natural Resources.

129
130 Robert Mack was in attendance.

131
132 **ADJOURNMENT**

133 **MOTION by Mr. Landler, seconded by Ms. Stearns, to adjourn the meeting.**
134 **VOTE: 6 ayes, 1 absent (Mr. McDonald); motion carried.**

135
136 The meeting was adjourned at 8:55 p.m.

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139

Minutes respectfully submitted, Kathlyn L. Furr, Recording Secretary.