

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

September 19, 2008

Justin Wygmans and Maura O'Dea  
3176 Greenbush Road  
Charlotte, VT 05445

**Re: Sketch Plan Review for Application PC-08-22**

Dear Mr. Wygmans and Ms. O'Dea,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed relocation of the 40 foot right-of-way on your property. The Sketch Plan Review was held at the Planning Commission's meeting on September 4, 2008, and a site visit was held prior to the meeting.

The Planning Commission classified the project as a Major Subdivision Amendment in accordance with Section 6.1(C)(4)(b) of the Charlotte Land Use Regulations, since relocation of the right-of-way could affect four parcels: yours, Frost, Kingston, and Gaujac (since the project may affect access to the parcel and relocation of the wastewater disposal system).

The Planning Commission is providing the following additional comments and recommendations for the Preliminary Plan Application, which supplement the requirements of the Charlotte Land Use Regulations:

1. It is apparent that the Gaujac's access right-of-way (if any exists) should be clarified.
2. The Preliminary Plan Application should include:
  - A. A survey plat showing the proposed access and utility line easements.
  - B. A proposed means of addressing the wastewater disposal issue.
  - C. A revised Declaration of Easements and Restrictions which addresses the revised boundaries and easements.
3. A Highway Access Permit will be needed from the Selectboard—this can be obtained between the Preliminary and Final Application Reviews.

Other issues may come up during the review of the Final Plan application. In accordance with Section 6.3(D) of the Charlotte Land Use Regulations, the Sketch Plan is valid for six months.

Please let me know if I can answer any questions.

Sincerely,

Dean Bloch, Town Planner  
For the Charlotte Planning Commission