

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

July 17, 2009

Lynn Mansfield
768 Mount Philo Road
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-09-08

Dear Ms. Mansfield,

The purpose of this letter is to summarize the Sketch Plan Review for your proposed two-lot subdivision held at the Planning Commission's meeting on June 18, 2009, and for which a site visit was held prior to the meeting. The Planning Commission classified your project as a Minor Subdivision in accordance with Section 6.1(C)(1) of the Charlotte Land Use Regulations.

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

1. Section 7.7(C)(3) of the Charlotte Land Use Regulations should be addressed. To accomplish this, the Planning Commission strongly recommends reconfiguring the subdivision so that Lot 2 does not include portions of the fields that are being actively farmed, for example by locating new lot lines along hedgerows. One way to accomplish this would be to create a lot smaller than five acres, as allowed by the provisions of Chapter VIII of the Charlotte Land Use Regulations. A possible alternative may be to propose an Open Space Agreement over the agricultural field on Lot 2. Another option may be to make Lot 2 larger so that it includes all of the agricultural lands. Other options may be possible.
2. With regard to the existing septic system serving proposed Lot 2, the Final Plan Application should address Sections 7.7(B)(2), (3) and (4) of the Charlotte Land Use Regulations, which require locating the system, pumping and inspecting the septic tank, and certifying that the system is functioning appropriately.
3. The Final Plan Application should demonstrate wastewater disposal capacity for Lot 1, as required by Section 7.7(A) of the Land Use Regulations. A wastewater disposal design should also be submitted with the Final Plan Application. If you will be asking for a waiver from this requirement, Section 7.7(C) indicates information that will need to be submitted in order for the Planning Commission to grant this waiver. This waiver provision requires that proposed lot lines follow natural land features. If the waiver is granted, a Subdivision Amendment which includes a wastewater disposal design will likely be required prior to the submission of an application for a zoning permit for Lot 1.

4. A building envelope (or envelopes) and proposed access should be indicated for Lot 1, and a highway access permit should be obtained from the Selectboard prior to the submission of the Final Plan Application. If you will be asking for a waiver from these requirements, it is likely the Planning Commission will require, as a condition of any approval of the Final Plan Application, that an application for a Subdivision Amendment for the purpose of siting a building envelope and access for Lot 1 be submitted and approved prior to the submission of an application for a zoning permit.

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