

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

February 5, 2010

Thomas and Gwendolyn Zweber  
950 Spear Street  
Charlotte, VT 05445

**Re: Sketch Plan Review; Application PC-09-29**

Dear Mr. and Mrs. Zweber,

The purpose of this letter is to summarize the Sketch Plan Review for your proposed two-lot subdivision held at the Planning Commission's meetings on December 3, 2009 and January 21, 2010 and for which a site visit was held on December 12. 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. The Planning Commission has concerns regarding the potential impact of the house site and access road on wildlife and water quality (from erosion and run-off). The Planning Commission is willing to share the cost of a mutually agreeable consultant to analyze these issues. It is my understanding that the Charlotte Land Trust is also willing to share the cost of such a consultant. I can provide information about potential consultants, creating a scope of work, and the contacting process.
2. The Planning Commission recommends that the survey include a building envelope approximately one acre in size for Lot B. The building envelope should include dimensions on each side, and also distances to the two nearest property lines.
3. The Final Plan Application should address Sections 7.7(B)(2), (3) and (4) of the Land Use Regulations, which require locating the existing septic system on Lot A, pumping and inspecting the septic tank, and certifying that the system is functioning appropriately.
4. A Wastewater Disposal System and Potable Water Supply will be required by the State.
5. A highway access permit should be obtained from the Selectboard prior to the submission of the Final Plan Application.
6. The Planning Commission recommends that with the Final Plan Application you submit a letter from the Charlotte Land Trust that indicates the proposed subdivision complies with the Grant of Development Rights and Conservation Easement and Restrictions.

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