

CHARLOTTE PLANNING COMMISSION

Charlotte Town Office

P.O. Box 119

Charlotte, VT 05445

Phone: 802 425-3533

July 26, 2011

Thomas and Gwen Zweber
950 Spear Street
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-11-16

Dear Dr. and Mrs. Zweber,

The purpose of this letter is to summarize the Sketch Plan Review for your proposed subdivision of your property on Spear Street, which was held at the Planning Commission's meeting on July 7, 2011, and for which a site visit was conducted prior to the meeting.

The Planning Commission classified the project as a Minor Subdivision, which means you will need to submit one application for the subdivision, the Final Plan Application. We will schedule a public hearing after you submit the application.

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

1. The general locations of the proposed access and building site appear to be acceptable, but the building envelope should maintain a buffer from the top of the bank of the slopes to the west and north towards Mud Hollow Brook.
2. The proposed boundary between the lots should be relatively regular, i.e. it should not be based on the course of the river, (A) to allow the boundary to be easily re-traced on the ground, (B) to avoid changes to lot sizes due to river movement, and (C) to minimize the fragmentation of resources associated with the river.
3. The plat should depict a building envelope for the proposed building lot. The building envelope should be no larger than one acre. The dimensions of the boundaries of the building envelope and the distances to the two nearest property boundaries should also be indicated.
4. Prior to submitting the Final Plan Application you will need to obtain a Highway Access Permit from the Selectboard for the proposed curb-cut.

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, or, upon the granting of an extension by the Planning Commission, one year.

Please let me know if I can answer any questions.

Sincerely,



Dean Bloch, Town Planner
For the Charlotte Planning Commission