

CHARLOTTE PLANNING COMMISSION

Charlotte Town Office

P.O. Box 119

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Phone: 802 425-3533

September 16, 2011

Thomas and Zoe Williams
3795 Ethan Allen Highway
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-11-19

Dear Mr. and Mrs. Williams,

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 September 1, and for which a site visit was conducted 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. Chapter VIII of the Charlotte Land Use Regulations allows applicants to create lots that are less than five acres as long as the overall density isn't any greater than what could be created if all lots are five acres in size. This layout is termed a "planned residential development." This provision also allows frontage to be less than 300 feet.
2. The proposed final plat should depict proposed easements for the water well and wastewater disposal system and lines; and the density associated with each lot should be indicated.
3. If you are going to propose a planned residential development, the proposed final plat should depict an open space area that includes, at a minimum, 50% of the parcel.
4. The final plan application should include draft easement language (for water and wastewater disposal) to be incorporated into conveyance deeds.
5. If you are going to propose a planned residential development, the final plan application should include a draft Open Space Agreement. The Town can provide a boilerplate.
6. The proposed final plat should indicate the distances between the proposed boundary line and the existing structures. The setback required for conventional subdivisions is 50 feet however, the distance is allowed to be less than 50 feet if the development is proposed as a planned residential development.
7. The proposed final plat should clarify whether a dwelling will be located within the barn, or whether an additional dwelling could be constructed, in which case a building envelope should be depicted.

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