

CHARLOTTE PLANNING COMMISSION
Charlotte Town Office
P.O. Box 119
Charlotte, VT 05445
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January 26, 2012

Mr. Erik Hoekstra
210 College Street, Suite 201
Burlington, VT 05401

Re: Sketch Plan Review; Application PC-11-24

Dear Mr. Hoekstra,

The purpose of this letter is to summarize the Sketch Plan Review for your proposed four-lot subdivision held at the Planning Commission's meeting on January 5, 2012.

The Planning Commission classified your project as a Major Subdivision and Planned Unit Development in accordance with Section 6.1(C)(2) and Section 8.2(C)(1) of the Charlotte Land Use Regulations. This means that you will have two additional applications, the Preliminary Plan Application and the Final Plan Application. We will schedule public hearings for each of these after you submit each application.

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

1. The plat submitted with the Preliminary Plan application should include the following items:
 - A. A table indicating the allocated density and proposed use (e.g. residential or commercial) for each lot, as allowed under the current Land Use Regulations. (It is recognized that, under the current Land Use Regulations, the two southerly lots could be used for either residential or commercial uses; and it is also recognized that the Town could amend density requirements in the future, potentially reducing the required density of residential uses, which could enable the two northerly lots to be used for residential purposes).
 - B. Building envelopes for all lots should be drawn so that the buildings will be sited approximately where they are depicted on the plan submitted with the Sketch Plan Review application. The distance dimensions of each side of the building envelopes and setbacks from the front and side lot boundaries should be indicated.
 - C. The boundaries and acreage of the proposed open space area should be indicated.
2. The site plan submitted with the Preliminary Plan should address the following:
 - A. Consideration should be given for allowing a potential future pedestrian path or sidewalk along Spear Street on the east side of the existing drainage ditch.
 - B. As many good quality trees as possible, both large and small, should be identified and preserved when placing the driveways and building envelopes on the two residential lots. The building envelopes on the site plan and plat should match each other.