

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

November 2, 2012

Taylor Harmeling  
175 West 12<sup>th</sup> Street, Apt 14D  
New York, NY 10011

David and Dorothy Waller  
3602 Mount Philo Road  
Charlotte, VT 05445

**Re: Sketch Plan Review; Application PC-12-19**

Dear Mr. Harmeling and Mr. and Mrs. Waller,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed development of your property at 363 Colonel Williams Way, held at the Planning Commission's meetings on September 6 and October 4, 2012 and for which site visits were conducted on September 29 and October 2, 2012.

The Planning Commission classified the project as a Minor Subdivision Amendment in accordance with Section 6.1(C)(4)(a) of the Charlotte Land Use Regulations. The Planning Commission also provides the following comments and recommendations for the Final Plan Application, which supplement the application requirements of the Charlotte Land Use Regulations:

1. The Planning Commission notes that the area where the building envelope is proposed for development is within forest habitat, as indicated on map 6 (entitled "Critical Wildlife Habitat") in the Charlotte Town Plan adopted in March, 2008.
2. The Planning Commission further notes that there is an area on the westerly portion of the parcel that is not within forest habitat, appears to be buildable, and is reachable from Colonel Williams Way without impacting slopes greater than 25%.
3. If you do intend to propose a building envelope near the high-point of the parcel, the Planning Commission prefers an easterly access from Mount Philo Road over the Waller parcel.
4. With regard to the easterly access, the Planning Commission prefers the curb-cut be located near the north end of the Waller parcel. This location appears to provide better sight distance than locations farther south, allows the curb-cut to be at a higher elevation, thereby perhaps reducing the grade of the driveway, may allow the length of the driveway to be slightly shorter, and does not bisect the field on the Waller parcel.

5. The driveway serving the proposed building lot should comply with the Charlotte Volunteer Fire and Rescue Services, Inc. "Recommended Standards for Developments and Homes."
6. A Highway Access Permit will be needed for new "curb-cuts". The Planning Commission recommends that you obtain this permit before submitting the Final Plan Application.
7. During the site visit it appeared that the proposed driveway may cross an exposed ledge fracture that could serve to recharge groundwater. Please review the groundwater mapping report from the Vermont Geological Survey, Vermont Agency of Natural Resources from 2010. This material may be on-line through the state's web-site; hard copy and a CD is available at the Town Office. If the site is a likely recharge area, the Final Plan Application should include plans to address its protection, including construction methods that avoid blasting, and drainage techniques that avoid damaging the fracture and also keep road run-off from entering directly into the fracture.
8. The VGS groundwater report should also be reviewed to determine whether blasting at the house site could impact groundwater recharge areas.
9. During the site visit it was noted that much of the wooded area on the easterly side of the parcel and on the Waller parcel has an excellent high canopy, which has resulted in very little infiltration of invasive species such as honeysuckle and buckthorn. The Final Plan Application should include a driveway plan that will maintain the canopy to the greatest extent possible.
10. The driveway should approach the house site from the northerly side.
11. The Planning Commission notes that the building envelope staked by you and viewed at the site visit appears to have a slope that exceeds 15% and possibly exceeds 25%.
12. The Planning Commission also notes that just north of the area that you staked, the existing grade appears to be much more level. Other attributes of this area seem very similar to the area that you staked and more appropriate for a building envelope.
13. The Final Plan Application should include plans for re-vegetating the "driveway" from Colonel Williams Way.
14. The Planning Commission would like to remind you that materials submitted by Mr. Moulton and Mr. O'Brien in association with subdivision application PC-11-13, including the wildlife habitat analysis and the landscape mitigation analysis, are relevant to your proposal.

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