

CHARLOTTE PLANNING COMMISSION

Charlotte Town Office

P.O. Box 119

Charlotte, VT 05445

Phone: 802 425-3533

November 22, 2013

George Burrill and Lola Van Wagenen
283 Higbee Road
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-13-25

Dear Mr. Burrill and Ms. Van Wagenen,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed seven-lot subdivision of your approximately 36.6 acre parcel located on Higbee Road, held at the Planning Commission's meetings on October 3 and November 7, 2013 and for which a site visit was conducted on October 12, 2013.

The Planning Commission classified the project as a Major Subdivision and Planned Residential Development in accordance with Section 6.1(C)(2) and Chapter VIII of the Charlotte Land Use Regulations. The Planning Commission is also providing the following additional comments and recommendations for the Preliminary Plan Application, which supplement the submission requirements of the Charlotte Land Use Regulations:

1. In accordance with Section 8.4(C)(1) of the Charlotte Land Use Regulations, the open space must be at least 50% of the parcel. If the parcel is 36.6 acres, the open space must be at least 18.3 acres.
2. The Preliminary Plan application should include a wetland delineation report prepared by an appropriate professional based on a field delineation in the vicinity of areas where development is proposed, including building envelopes, the road and driveways.
3. The Preliminary Plan application should include a Project Review Sheet from the Agency of Natural Resources, which will indicate what if any state permits may be needed. It appears you may need state permits for the proposed road where it crosses the stream and associated wetland.
4. The Preliminary Plan application should include draft language for all proposed easements, including those for access, utilities, wastewater disposal, water and conservation/open space.

Other issues may come up during the review of the Preliminary Plan and Final Plan Applications. 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