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3 **TOWN OF CHARLOTTE**
4 **PLANNING COMMISSION MEETING**
5 **Conducted At Town Hall and online via videoconference**
6 **JULY 16, 2020**

7
8 *As approved by the Planning Commission, 9.3.2020*

9
10 **MEMBERS PRESENT:** Chair Peter Joslin, Vice Chair Charlie Pughe, Gerald
11 Bouchard, Marty Illick, Bill Stuono

12
13 **STAFF:** Larry Lewack, Town Planner; Lynn Monty, Recording Secretary

14
15 **OTHERS:** Nicole Ravlin, Deborah Kassabian, Andrea Regan, Robin Pierce, Andrea
16 Maguire, Alicia Eure, Dottie Waller, Jason Barnard, Katherine Ranallo, Jill Wolcott,
17 Mitchell & Wendy Shifrin, Lynn Monty. (Note: Greg Ranallo, Chris Von Trapp, Peter
18 Voll and Barbara Monseratt were present at the Site Visit which preceded this meeting.)

19
20 **AGENDA ITEMS:**

21 6:15 PM: Site Visit to 4035 Mount Philo Rd. (masks required & maintain 6 ft. distance)

22 7:00 PM: Call to Order; Approval of Regular Agenda; Public Comment Period; Review
23 of the previous meeting minutes; Consent Agenda

24 7:05 PM: Public Hearing on the Petition to repeal a portion of the Charlotte Land Use
25 Regulations that would reduce the standards for "Parking, Loading, & Service
26 Areas" for Site Plan Review (Section 5.5).

27 8:15 PM: PC-20-51-SK-Shifrin Trust: Public Hearing on proposed 4-lot subdivision at
28 4035 Mount Philo Rd., Charlotte. Mitchell B. Shifrin Trust, owner & applicant.

29 8:45 PM: Other Business; upcoming Agenda items; Adjourn

30
31 **CALL TO ORDER**

32 Peter Joslin called the meeting to order at 7:01 p.m.

33 **Changes to the Agenda:** None

34
35 **Public Comment:** None

36
37 **Public Hearing on the Petition to repeal a portion of the Charlotte Land Use**
38 **Regulations that would reduce the standards for "Parking, Loading, &**
39 **Service Areas" for Site Plan Review (Section 5.5).**

40
41 Deborah Kassabian explained the petition and proponents' objectives in changing this
42 parking regulation. Precluding parking in front of buildings inhibits and limits
43 opportunities for utilizing property for development and functional site design, she said.
44 Allowing parking in front of buildings would improve accessibility for all, as well as for
45 people with mobility impairments. The Town can maintain its character and scenic views
46 without this provision, she said. Removing this provision would help businesses in Town.

47

48 Andrea Regan, a doctor with the Charlotte Family Health Center, pointed out that there
49 are many barriers already in place to developing properties in town, including wetland
50 rules. She noted that several existing businesses in the village currently have parking in
51 front of the building, and it is important to allow flexibility and maintain scenic beauty.
52 She is in support of this petitioned change, and wants these two businesses (Charlotte
53 Crossings and Charlotte Family Health Center) to make a home in Charlotte.

54
55 Nicole Ravlin, owner of Juniper Communications, lives and works in Charlotte. She
56 recently relocated her office to Charlotte Crossings. She is in support of the proposed
57 amendment. Parking distance is an issue for many reasons, including public visibility that
58 there is an active presence at that location, and for deliveries. She believes allowing
59 parking in front of the building would benefit her business & other businesses located in
60 that complex. She spoke of the accessibility challenges for those who might not have
61 permission to park in a handicapped spot, but may still have mobility challenges.

62
63 Robin Pierce said even with the best intentions, the current regulations can stifle
64 something that should happen for the community, and there needs to be flexibility.

65
66 Debra reviewed the history of the Charlotte Crossings site plan review process and ADA
67 regulations, as they informed the origins of this petitioned change. They asked for an
68 amendment to their approved site plan to support more functional handicap parking than
69 what they originally proposed. The one approved handicapped parking spot was 200 feet
70 away from the front entrance, at the bottom of a hill. The problem with this ADA parking
71 location was initially overlooked by all parties. Debra said she presented three possible
72 solutions to this dilemma; none were accepted by the Commission. Peter clarified that her
73 second site plan review was requested for more than just parking reasons; they proposed
74 other changes, including increased parking & other changes.

75
76 Charlie Pughe said this was a redevelopment project; its plans and design evolved over
77 time. It is important to follow the history, he said. Nobody realized during the original
78 site plan review process that the [ADA] parking spot location didn't work. It was an
79 oversight and that was why they proposed the redesign. That is the responsibility of the
80 applicant to ask the PC for what they want, and to get this right the first time.

81
82 Bill Stuono said he reads that there is flexibility in the ordinance, thus its outright repeal
83 shouldn't be necessary. Marty Illick agreed, and reviewed the current Sec. 5.5.E.4
84 wording (p. 74), which restricts parking to the rear & side of buildings "... to the extent
85 feasible..." That gives the PC the flexibility to address constraints in locating parking
86 areas on the property, such as lot layouts and topography. Given that flexibility, she
87 believes there is no need to change the regulation as now worded.

88
89 Bill Stuono noted he enjoys the Food Truck events at Charlotte Crossings & thinks they
90 are doing a great job with those.

91
92 **MOTION by Bill Stuono, seconded by Gerald Bouchard, to close the public hearing**
93 **on the Petition to repeal a portion of the Charlotte Land Use Regulations that would**
94 **reduce the standards for "Parking, Loading, & Service Areas" for Site Plan Review**
95 **(Section 5.5). VOTE: 5 ayes; motion carried.**

96

97 **PC Meeting Minutes March 5, May 21, May 27, June 11**

98

99 MOTION by Gerald Bouchard, seconded by Marty Illick, to approve the Planning
100 Commission Meeting Minutes for March 5, as amended. VOTE: 4 ayes; 1 abstention
101 (Bill Stuono); motion carried.

102

103 MOTION by Gerald Bouchard, seconded by Marty Illick, to approve the Planning
104 Commission Meeting Minutes for May 21, as amended. VOTE: 5 ayes; motion carried.

105

106 MOTION by Gerald Bouchard, seconded by Marty Illick, to approve the Planning
107 Commission Meeting Minutes for May 27, as amended. VOTE: 5 ayes; motion carried.

108

109 MOTION by Gerald Bouchard, seconded by Bill Stuono, to approve the Planning
110 Commission Meeting Minutes for June 11, as amended. VOTE: 4 ayes; 1 abstention
111 (Marty Illick) motion carried.

112

113

114 **PC-20-51-SK–Shifrin Trust: Public Hearing on proposed 4-lot subdivision at 4035**
115 **Mount Philo Rd., Charlotte. Mitchell B. Shifrin Trust, owner & applicant.**

116

117 Jason Barnard represented Mitch and Wendy Shifrin. Neighbors Alicia Eure, Jill Wolcott,
118 Katherine Ranallo and Dottie Waller were present via Zoom. Jason described the project
119 and walked through the sketch plan. The lot was surveyed at 20.65 acres. Jason explained
120 details about wastewater, easements needed, driveways, and building envelopes. He said
121 the bulk of the design will happen in the next phase.

122

123 Peter said one concern is the site distance on the road for the driveways. The road is
124 heavily trafficked, and speed is a concern. The speed limit there (that section of Mt. Philo
125 Rd.) is 45 mph. Jason said there is potential for one shared driveway for all three new
126 lots. As part of preliminary plan review, they will meet with Road Commissioner Junior
127 Lewis, Jason said. A shared driveway would have more impervious area and more
128 stormwater to treat. There is a plus and a minus to having only one access point, he said.

129

130 Bill noted the agricultural soil rating and environmental standing. He suggested scaling
131 back the building envelopes near the wetlands, and clustering the homes in a tighter
132 configuration would make it better. Peter suggested the current design places the building
133 on Lot 2 very close to the road. He would like to see that building be set back further
134 from the road.

135

136 Marty said the sketch design was well thought out. The driveway location should be fine-
137 tuned, she said. She advised continued attention to runoff management. Gerald asked if
138 lot 4 access was an existing farm access? (No response from applicants.) He agrees with
139 goal of consolidating driveways.

140

141 Jill Wolcott said wildlife corridors are a concern. She asked how to address the needs of
142 the wildlife, and preserving these corridors. She asked for sensitivity with this. Alicia
143 Eure agreed, and said the animals will have to reroute themselves with this property

144 being divided up. She was also concerned about the possibility of septic overflows going
145 into the wetland, in the event of a system failure. Jason responded that according to their
146 soil test pits, the soils are very well-suited for successful septic treatment.

147

148 Jason spoke about the dedicated Open Space on the site plan, and that it serves as a
149 significant corridor for wildlife to connect through Mount Philo Road. Jill Wolcott
150 suggested a wildlife study. Jason said he consulted with VT ANR maps (including the
151 BioFinder) and that helped to delineate where to designate their Open Space.

152

153 Some residents asked what the process would be for reviewing this project, going
154 forward from tonight's meeting. Chair Peter Joslin explained this was just the first of
155 three public hearings which would be held on this project & that residents would have
156 ample opportunity to weigh in during Preliminary Plat and Final Plat.

157

158 **MOTION by Bill Stuono, seconded by Gerald Bouchard, to close the hearing for**
159 **PC-20-51-SK-Shifrin Trust's proposed 4-lot subdivision at 4035 Mount Philo Rd.,**
160 **Charlotte and classify it as a Major PRD. VOTE: 5 ayes; motion carried.**

161

162 **MOTION by Marty Illick, seconded by Gerald Bouchard, to enter into deliberative**
163 **session at 9:07. VOTE: 5 ayes; motion carried.**

164

165 **MOTION by Gerald Bouchard, seconded by Marty Illick, to exit deliberative**
166 **session at 9:24 and reconvene as Planning Commission. VOTE: 5 ayes; motion**
167 **carried. (Members discussed draft Patnaude Sketch Plan letter, but made no decisions.)**

168

169 **Other Business: none**

170

171 **Upcoming Agenda Items:**

172 There are two projects in the pipeline for the upcoming August 6 mtg.

173 Need to get back to work on pending development regulations amendments next month,
174 including a decision about how to proceed with petitioned changes to parking
175 standards.

176

177 **Adjournment: MOTION by Marty Illick, seconded by Gerald Bouchard, to adjourn**
178 **the meeting. VOTE: 5 ayes; motion carried.**

179

180 The meeting was adjourned at 9:28 p.m.

181

182 Minutes respectfully submitted: Lynn Monty, Recording Secretary.