

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

September 19, 2003

Thomas C. Esnes and Valerie Gilliam  
10 Ashley Lane  
Shoreham, N.Y. 11786

**Re: Sketch Plan Review; Application PC-03-27**

Dear Mr. Esnes and Ms. Gilliam,

This letter is to summarize the Sketch Plan Review held at the Planning Commission's meeting on September 4, 2003 for the subdivision of your parcel on Spear Street. The Planning Commission classified your application as a Minor Subdivision, and also makes the following comments and recommendations for the Final Plat Application, which supplement the requirements of the Charlotte Subdivision Bylaws:

1. Since your representative (Liam Murphy) indicated that you are applying under Chapter VII Section 13.1 of the Subdivision Bylaws, it is understood by the Planning Commission that no development is currently proposed for either Lot 1 or Lot 2.
2. Designation of building envelopes, open space, curb-cuts and wastewater disposal areas is not required for the Final Plat Application, however a Subdivision Amendment will be required at such time as development is proposed for either Lot 1 or Lot 2. The amendment may require designation of building envelopes, open space, curb-cuts and wastewater disposal areas.
3. If at any time additional lots are proposed (ie: by further subdivision), a new Sketch Plan Review will be required, followed by an appropriate subdivision application based on the Sketch Plan Review classification.
4. Designation of open space is a requirement of Chapter VI Section 2.M of the Charlotte Subdivision Bylaws and Chapter V Section 5.15 of the Charlotte Zoning Bylaws. The Planning Commission will not require open space to be designated at this time, however the future subdivision of either lot will require a designation of open space. The total 178 acres will be considered when calculating the percentage of open space as provided for in Chapter V. Section 5.15 of the Charlotte Zoning Bylaws (or succeeding town regulations in effect).
5. It is understood, based on the presentation by Liam Murphy that you wish the lot-line dividing Lot 1 and Lot 2 to be the approximate center of Mud Hollow Brook. However after examining the survey and discussing the issue with your surveyor Stuart Morrow, it is understood that the boundary will be designated by fixed

- points (which match approximately the center of Mud Hollow Brook), which will remain constant despite any changes to the location of the brook.
6. For several years the town has been working towards the creation of a trail network throughout the town. There are several trails in the vicinity of your property, most notably the Nordic Farm Trail to the west and the town's former landfill to the east. Spear Gervia Road (also called Uncle Tom's Road) currently exists on the western portion of your parcel in the area of what is proposed to be Lot #2. A connecting trail to Spear Street would be an important addition to the trail network. The Planning Commission would like to discuss this possibility at the time of the hearing for your subdivision application.

In accordance with Chapter IV Section 1 of the Charlotte Subdivision Bylaws the Sketch Plan is valid for six months. Please let me know if I can be of any further assistance.

Sincerely,

Dean Bloch  
Town Planner

Cc by FAX: Liam Murphy, Esq.