

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

October 17, 2008

Joseph and Martha Keenan
631 North Pasture Lane
Charlotte, VT 05445

Re: Sketch Plan Review; Application PC-08-23

Dear Mr. and Mrs. Keenan,

The purpose of this letter is to summarize the Sketch Plan Review for your proposed six-lot subdivision held at the Planning Commission's meetings on September 4 and October 2, 2008, and for which site visits were held on September 27th and October 1st.

The Planning Commission classified the project as a Major Subdivision in accordance with Section 6.1(C)(2) of the Charlotte Land Use Regulations.

The Planning Commission also provides the following comments and recommendations for the Preliminary Plan Application, which supplement the requirements of the Charlotte Land Use Regulations:

1. The Preliminary Plan Application should be submitted as a Planned Residential Development (PRD), as provided in Section 8.2(B)(1) of the Charlotte Land Use Regulations.
2. Consideration should be given to documenting wildlife habitat and corridors on your property.
3. In consideration of both likely wildlife habitat and existing development on and in the vicinity of your parcel, it is recommended that the building site you had indicated to be located near the existing pond be relocated to the southeast portion of the parcel. It may be desirable to relocate other building sites to the eastern boundary, as well, due to potential wildlife and wetland impacts
4. Legal documentation of your right to convey a right-of-way over North Pasture Lane, and your right to improve North Pasture Lane (as discussed below), should be submitted with the Preliminary Plan application.
5. Site plans and cross sections should be submitted with the Preliminary Plan application indicating how North Pasture Lane and new roads and driveways will be constructed to comply with the Charlotte Volunteer Fire and Rescue Services Recommended Standards for Developments and Homes.
6. A grading plan and profile should be provided for any driveways that will require cut and fill or blasting.

7. Requiring sprinklering of dwellings should be investigated as an alternative to constructing a dry hydrant and associated roadway. If you are intending to construct a dry hydrant instead of sprinklering, engineered plans that meet the Charlotte Fire and Rescue Standards should be submitted with the Preliminary Plan Application.
8. The following documents should be submitted with the Preliminary Plan Application:
 - A. A draft management plan for the “open space” (i.e. goals, proposed management steps, and indication of who is responsible for carrying out)
 - B. Draft covenants that indicate legal rights and responsibilities for shared utilities, including roadway, wastewater, stormwater (if any), fire pond (if any), power, telephone, cable, etc.
 - C. A draft Open Space Agreement (the Town can provide a boilerplate)
 - D. A draft Roadway Agreement and Waiver (the Town can provide a boilerplate)
 - E. A draft Sewage Service Agreement, Waiver and Easement (the Town can provide a boilerplate)
 - F. If applicable, a draft Stormwater Service Agreement, Waiver and Easement (the Town can provide a boilerplate)
 - G. If applicable, a draft Fire Pond Agreement, Waiver and Easement (the Town can provide a boilerplate)
9. Consideration should be given to connecting with trails in the area.

Other issues may come up during the review of the Preliminary 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