

**CHARLOTTE PLANNING COMMISSION**

**Charlotte Town Office**

**P.O. Box 119**

**Charlotte, VT 05445**

**Phone: 802 425-3533**

August 7, 2009

Mr. Charles Paolantonio  
395 Morgan Road  
North Ferrisburgh, VT 05473

**Re: Sketch Plan Review; Application PC-09-11**

Dear Mr. Paolantonio,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed subdivision of the Boutilier Family Trust property, held at the Planning Commission's meeting on July 16, 2009.

The Planning Commission classified this project as a Minor Subdivision in accordance with Section 6.1(C)(1) of the Charlotte Land Use Regulations. The Planning Commission is also providing the following additional comments and recommendations for the Final Plan Application, which supplement the submission requirements of the Charlotte Land Use Regulations:

1. Building envelopes on Lots 1 and 2 should be depicted on the plat (with dimensions and tie-in distances to the nearest two property lines). If no building envelopes are proposed at this time, the Planning Commission may condition any approval of the Final Plan Application with a requirement that a Subdivision Amendment be obtained from the Planning Commission prior to the submission of an application for a zoning permit (within Charlotte) for either lot.
2. Alternatively, you may designate the portions of Lot 1 and Lot 2 within Charlotte as "not to be developed," either by an agreement with the Town, or by a conservation easement held by an organization such as the Vermont Land Trust, the Nature Conservancy, or the Charlotte Land Trust. Please let me know if you would like more information about any of these organizations.
3. If the Final Plan Application addresses item #2 above, then items #5, 6 and 7 (below) will not be needed (for the Final Plan Application to the Town of Charlotte).
4. The Planning Commission noted that the proposed boundary between Lots 1 and 2 follows an existing natural feature, i.e. along the edge of the meadow and woods. This addresses several sections in the Charlotte Land Use Regulations, which encourage such a design.
5. The Final Plan Application should provide evidence that both Lot 1 and Lot 2 will have sufficient wastewater disposal capacity for at least one dwelling, or have access to such capacity.

6. The Final Plan Application should include a wastewater disposal design for the two lots. If you will be asking for a waiver from this requirement, Section 7.7(C) indicates information that will need to be addressed in order for the Planning Commission to grant this waiver. .
7. It is the Planning Commission's understanding that you will need to obtain State wastewater permit for this subdivision. The Final Plan Application should provide a copy of either the permit, or of the application that has been submitted for a permit, or of correspondence from the State indicating that no permit is required.

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