

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

November 13, 2009

Roland and Lisa Gaujac
3098 Mount Philo Road
Charlotte, VT 05445

Re: Sketch Plan Review PC-09-23

Dear Mr. and Mrs. Gaujac,

The purpose of this letter is to summarize the Sketch Plan Review for a proposed inn and associated apartment on your property at 3260 Greenbush Road, which is also the site of the Old Lantern. The Sketch Plan Review was held at the Planning Commission's meeting on October 1, 2009 and a site visit was conducted prior to the meeting.

At the Sketch Plan Review, the Planning Commission noted that the proposed use will result in more than one principal use on the parcel, which is located within the West Charlotte Village District; therefore, in accordance with Section 6.3(C)(2) and Section 8.2(C)(2) of the Charlotte Land Use Regulations, the Planning Commission classified the project as a Planned Unit Development, which also requires Site Plan Review (by the Planning Commission) and Conditional Use Review (by the Zoning Board of Adjustment). The Planning Commission is willing to hold a joint hearing with the Zoning Board of Adjustment for the required permits if you so desire.

The Planning Commission also makes the following recommendations for the Planned Unit Development and Site Plan Review applications in conjunction with the requirements of the Charlotte Land Use Regulations:

1. Plans and documentation of the location, capacity and legal rights pertaining to existing and proposed water and wastewater disposal systems should be provided.
2. A traffic circulation and parking plan should be provided. The plan should clearly delineate all rights-of-way, including trail easements and private driveways.
3. Proposed site grading and drainage plans should be submitted.
4. Proposed landscaping and signage plan should be submitted.
5. The location and height of exterior lighting (including sign lighting) should be indicated on the site plan, and cut sheets of the proposed fixtures should be submitted.
6. Preliminary architectural elevations of the proposed inn should be submitted.
7. A memorandum should be submitted from the Vermont Land Trust and the Preservation Trust of Vermont addressing whether paragraph 3.c. of the Memorandum of Agreement signed by agents of these organizations and the Town of Charlotte in August and September of 2000 and recorded in book 153 page 451 restricts or allows the development of the proposed inn.

Additional issues may come up during Planned Unit Development Review, Site Plan Review and Conditional Use Review. 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