

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

February 8, 2013

Theresa Knowles  
P.O. Box 525  
Charlotte, VT 05445

Robert Mack  
718 Greenbush Road  
Charlotte, VT 05445

**Re: Sketch Plan Review; Application PC-13-01**

Dear Ms. Knowles and Mr. Mack,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed two-lot subdivision of your approximately 104 acre parcel located at the intersection of Lake Road and Ferry Road, held at the Planning Commission's meetings on January 17, 2013.

The Planning Commission classified the 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. The Final Plan Application should include draft easement language for the replacement wastewater disposal area partially located on Lot 2.
2. In accordance with Section 7.7(C)(6), the survey plat should include a note indicating that Lot 2 has not been approved for sewage disposal.

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