

**CHARLOTTE PLANNING COMMISSION**

**Charlotte Town Office**

**P.O. Box 119**

**Charlotte, VT 05445**

**Phone: 802 425-3533**

May 20, 2013

George and Claire Aube  
1052 Carpenter Road  
Charlotte, VT 05445

**Re: Sketch Plan Review; Application PC-13-08**

Dear Mr. and Ms. Aube,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed two-lot subdivision of your approximately 111 acre parcel located on the west side of Dorset Street, held at the Planning Commission's meeting on May 2, 2013 and for which a site visit was conducted just prior to the meeting.

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 Planning Commission feels that the general siting of the proposed building lot in the southeast corner of the parcel is appropriate, in that this location will minimize interference with the farming operation in comparison with other locations on the parcel.
2. The Planning Commission agrees with your proposal to shift the proposed building site to the northeast portion of the meadow located in the southeast corner of the parcel, and also your proposal to shift the driveway north to a location near the proposed building site.
3. The Planning Commission recommends that you consider using the provisions of Chapter VIII of the Charlotte Land Use Regulations, i.e. for Planned Residential Developments ("PRDs"). These allow building lots to be less than five acres (and also allow more land suitable for agriculture to remain with the farm). For applications that use these provisions to create one building lot from a large parcel, the Planning Commission typically defers the requirement to designate open space [under Section 8.4(C)(1) of the Land Use Regulations] until such time as an additional subdivision is proposed. Staff in the Planning and Zoning Office can explain in more detail how this provision works.
4. If you decide to create a lot that is five acres or greater, the Planning Commission recommends that you designate (on the plat) a building envelope a maximum of one acre in size, inside which residential structures (the house and garage) will be located. Agricultural structures may be located outside of building envelopes.
5. The Planning Commission recommends that you configure the building lot, curb-cut and driveway so that additional lots can be sited in the meadow in the future, possibly using the same curb-cut.

6. A Highway Access Permit will be needed from the Selectboard for all new curb-cuts. The Policy and Procedure for Highway Access Permits indicates the permit should be obtained after sketch plan review and before final plan review.
7. You do not need to survey Lot 1, however, the plat should show both lots on the location map inserted on the survey.
8. The Final Plan Application should include draft easement language for any proposed rights-of-way or easements.
9. You are welcome to come back to the Planning Commission (at no charge) if you would like additional feedback on any aspects of the subdivision. However, you are not required to come back prior to the Final Plan Hearing unless you are proposing significant changes.

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