

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

June 7, 2013

Jeff Hall  
993 Hinesburg Road  
Charlotte, VT 05445

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

Dear Mr. Hall,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed two-lot subdivision of your approximately 149 acre parcel located the north side of Hinesburg Road, held at the Planning Commission's meetings on May 16, 2013.

The Planning Commission classified the project as a Minor Subdivision and a Planned Residential Development in accordance with Section 6.1(C)(1) and Chapter VIII of the Charlotte Land Use Regulations, as you indicated an interest in reducing the size of Lot 1 to less than five acres. 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 survey should include a table that accounts for the density associated with each lot.
2. You do not need to survey Lot 2, however, the plat should show both lots on the location map inserted on the survey.
3. The Final Plan Application should include draft easement language (which may be included in the Warranty Deed for Lot 1) for the proposed right-of-way for access to your adjoining 10 acre parcel.
4. 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, and any future development on Lot 2 (other than agricultural structures, which are exempt from municipal land use regulations) will require prior approval by the Planning Commission.
5. You may want to adjust the boundary between the 149 acre parcel and your adjoining 10 acre parcel at the same time that you subdivide, to "clean up" the westerly boundary of the 10 acre parcel.

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