

<b>General Information</b>	
Applicant:	Chris & Rebecca Fortin
Application No.: PC-15-06	Parcel ID: 00009-2737
Applicant's Representative	Michael Russell
Requested Action:	Sketch Site Plan Review for a Home Occupation III / Contractor's Yard
Purpose:	Site plan review is intended to ensure that site layout and design is safe, functional and of a scale that is compatible with its setting and context, and consistent with land use regulations.
Existing Zoning:	Rural
Location:	2737 Lake Rd.
Size:	5.9 acres
Existing Land Use:	Single-family residence and home-based business
Surrounding Land Use and Zoning:	North – Conserved Agricultural Land, Low Density Residential (LDR) South – LDR, Conserved Agricultural Land East – Riparian area, Agricultural Land, LDR West – Agricultural Land / Wetland
Town Plan:	Rural Area Strategies - During development review, Areas of High Public Value will be identified and prioritized based on the qualities and relative values of each resource. This analysis will be site specific, but will also consider resources in a broader context as appropriate. Economic Development Policy – home based business will be encouraged.
Permitting History:	3/5/15 – Conditional Use Approval (on town website under ZBA decisions) 5/9/14 – Conditional Use Denial 2007 – 30x60 garage for storage 2000 – extension of permit for residence w/ attached garage 1998 – new 4BR single-family dwelling 1992 – Lavalette Subdivision
Applicable Regulations:	Town Plan 2013 Land Use Regulations 2010
<b>Dimensional Standards</b>	
Minimum lot area: 5 acres	Okay
Minimum Density: residential 5 acres / dwelling unit, non-residential 5 acres / principal use	Okay
Minimum frontage: 300 feet	Okay
Minimum setback: 50 feet for front, side and rear	Okay
Maximum height: 35 feet	Okay
Maximum building coverage: 20%	Okay
Maximum lot coverage: 30%	Need clarification on what is included under 'other coverage'

**Following are the standards to be considered by the Commission during Site Plan Review. I have provided some comment in red as relates to the Areas of High Public Value (AHPV).**

## **Standards – Chapter V**

### Section 5.5 (E) Standards

- (1) Site Features. Site layout and design shall incorporate and protect significant site features, including but not limited to: existing vegetation, prime agricultural soils and active agricultural areas; surface waters, wetlands, shorelines and associated buffer areas; special natural areas and wildlife habitat; prominent ridgelines, hilltops, and areas with slopes 15% or greater; and historic sites and structures, including stone walls and fences. Conditions may be imposed as appropriate with regard to site clearing and preparation, the siting of structures and associated improvements, and the establishment of increased setbacks and/or buffers to incorporate or protect existing site features.

The Areas of High Public Value (AHPV) for this site include statewide agricultural soils (Vergennes Clay and Covington Silty Clay) and surface waters, wetlands and associated setback and buffer areas.

Although there are no surface waters directly on this property, there is clearly a riparian area just east of this parcel. Activities associated with the business are planned for the middle third of the lot but the Commission should be cognizant of drainage patterns on the property (i.e. where does stormwater go?). Agricultural activities are planned for the eastern (back) third of the parcel and may include a riding arena.

In addition:

- (a) The development plan shall fit the topographic, soil and vegetation characteristics of the site.
- (b) Existing natural drainage patterns shall be preserved wherever possible; no clearing or grading shall take place within shoreland, surface water and wetland setback areas in accordance with Chapter II and Section 3.15.

Holmes Creek Watershed with direct drainage to Lake Champlain. Drainage pattern information will need to be provided. Goal is to use site planning, design, construction, and maintenance strategies for the property that maintain or restore, to the maximum extent technically feasible, the predevelopment hydrology of the property with regard to the temperature, rate, volume, and duration of flow. Also see #6 below.

- (c) Structures shall be located to avoid areas of steep slope, highly visible ridgelines or hilltops, special natural areas and significant wildlife habitat areas.

Proposed Ag building / riding arena on back of garage exempt from review but Commission should consider scale of building in context of this application. Storage shed on SW corner of garage? Unclear as to what this is so will need clarification during site visit.

Historic features on the site, including historic sites and structures, shall, to the extent feasible, be preserved and incorporated into site design and layout, and the visual context of a historic structure shall be maintained. Continued use, or the adaptive reuse of an historic structure is encouraged in accordance with Section 4.3. **Not applicable**

- (2) Site Layout & Design. The Commission shall ensure that the size, scale, arrangement and appearance of the proposed development are in keeping and harmonious with its surroundings, and that the development will not have an undue adverse aesthetic impact on site features or the surrounding area. Conditions may be imposed as appropriate to ensure that development is compatible with its setting and context. Accordingly:

- (a) The Planning Commission may require increased setback distances from property lines or public rights-of-way in relation to the height, scale, massing or density of development, and landscaping or screening to mitigate the visual impacts of development, in accordance with Subsection (6).

(b) Structures should be architecturally and visually compatible with historic structures on the site and in the vicinity of the development.

(c) Building should be oriented parallel to the road unless otherwise approved by the Planning Commission in relation to site conditions, or to allow for solar orientation.

(3) Access. Provision shall be made for adequate and safe vehicle and pedestrian access to and from the site in accordance with the requirements of Section 3.2. Additionally, the Commission may:

- (a) limit vehicular access to the property to a side or secondary road;
- (b) require shared access between adjoining properties and/or uses on the remainder of the parcel;
- (c) require the dedication of an easement or right-of-way extending to the parcel boundary, which allows for future vehicular and/or pedestrian access to an adjoining parcel;
- (d) require the reduction, consolidation or elimination of non-complying accesses or curb cuts;
- (e) require relocation of an existing or proposed access in relation to topography, site conditions, or to improve safety and sight visibility.
- (f) require pedestrian paths, walkways or trails that connect to public paths, walkways, adjoining parcels, or the town trail system.

(4) Parking, Loading, & Service Areas. On-site parking, loading and service areas shall be provided in accordance with the requirements of Section 3.11. Conditions may be imposed with regard to the extent, location, landscaping, screening, paving, curbing and/or sharing of parking, loading and service areas as appropriate to ensure site safety, function and attractiveness, and to avoid or minimize adverse off-site impacts. Accordingly:

- (a) Shared parking between multiple uses on the site and/or adjoining properties may be required where appropriate; common parking areas to serve multiple properties are encouraged.
- (b) Parking, loading and service areas, to the extent feasible, shall be located to the side or rear of buildings. Parking is prohibited within front yard setback areas unless there is no alternative location on the lot.
- (c) Relocation or redesign of existing parking areas may be required to meet all applicable requirements of these regulations.
- (d) Surfaces of parking, loading and service areas shall be non-white crushed stone wherever feasible.
- (e) Provision shall be made for adequate and safe on-site vehicular and non-vehicular circulation in relation to the intended use and the location of buildings and parking areas. Accordingly, a safe and attractive pedestrian environment shall be provided as appropriate to the use. In the West and East Charlotte Village Districts, the Village Commercial Districts, and the Commercial/Light Industrial District, pedestrian paths, sidewalks and trails to nearby residential areas may be required.

(5) Landscaping & Screening. Site plans shall incorporate landscaping and screening which preserves and incorporates existing vegetation, is suited to existing site conditions, enhances development and features unique to the site, integrates the development and site with surrounding properties, and/or serves to buffer or screen incompatible or unsightly development from neighboring properties or public rights-of-way. Accordingly:

- (a) In determining the amount and type of plantings to be required, at minimum the following shall be considered: local terrain, drainage, soil, weather and light conditions; the use of landscaping within the context of the overall site development plan, including vegetation to be preserved on site; the need for additional screening or buffering to mitigate adverse impacts to natural and scenic features, public rights-of-way and adjoining properties and uses.

- (b) Landscaping may be required to be installed and maintained adjacent to parking, loading and outdoor storage areas, where they abut adjacent properties or public roads. Landscaping may also be required within Route 7 front setback areas.
- (c) Landscaping and screening may be required in appropriate locations on the site as necessary to physically or visually separate and buffer incompatible land uses or densities of development, or to screen incompatible or unsightly development from public rights-of-way and neighboring properties and uses.
- (d) Landscaping shall take the form of shade trees, deciduous shrubs, evergreens, well kept grasses, wildflowers, and groundcover. Invasive, non-native species are to be avoided. [Refer to *Landscape Plants for Vermont*, University of Vermont Extension Service, 2002.]
- (e) Street trees, to include a mix of salt and drought tolerant species, may be required along public rights-of-way.
- (f) The Commission also may require a three (3) year landscaping plan, and/or a bond or other surety acceptable to the Charlotte Selectboard, to ensure landscaping installation and maintenance.

(6) Stormwater Management & Erosion Control. Stormwater management and erosion control shall be provided on-site in accordance with applicable standards under Section 7.8. In addition:

- (a) The site development plan shall integrate the topographic, soil and vegetation characteristics of the site to minimize site disturbance, including clearing and grading.
- (b) The size and extent of impervious surface may be limited by the Planning Commission to minimize stormwater runoff and erosion from the site.

(7) Outdoor Lighting. Information regarding the location, type and level of illumination of all outdoor lighting shall be provided. Such lighting shall be designed in conformance with the standards set forth in Section 3.9. In addition the Planning Commission may allow or require outdoor lighting, where deemed necessary, to illuminate intersections, parking areas, and pedestrian walkways.

**Public Notice:** Public notice was achieved by mailing the meeting agenda to adjoining landowners and posting at The Brick Store, Spear's Store and Town Hall.

**Prepared By:** Jeannine M. McCrumb, Planner / Zoning Administrator

**Attachments:** Application materials from applicant.

**Documents to be provided at the meeting:** same