

**CHARLOTTE PLANNING COMMISSION
SITE PLAN REVIEW
FINDINGS OF FACT AND DECISION**

In re: Charlotte Senior Center, Final Plan Application for a 330 square foot addition to accommodate office space and a coat room
Permit Application No. PC-15-11

Introduction and Procedural History

This proceeding involves review of an application for Site Plan Approval submitted by the Charlotte Senior Center for approval under the Town of Charlotte Land Use Regulations.

The application was received on April 9, 2015. A notice of public hearing was published in The Citizen on April 16, 2015 and was posted at the following three locations: town offices, The Brick Store and Spear's Corner Store. A copy of the notice was also mailed to all adjoining landowners on April 16, 2015.

The application was considered by the Planning Commission at a public hearing on May 7, 2015. Gary Pittman, Board Member, represented the Senior Center at the hearing. No interested persons participated in the hearing.

Exhibits

1. Application form, orthophoto, and portion of architectural drawing showing new addition. A fee is not required for municipal applications.
2. Staff report dated April 28, 2015 including portion of previously approved site plan.
3. Email from Helen Carr, Agency of Natural Resources, Stormwater Program dated April 16, 2015 and indicating that a state permit is not required.

Regulations in Effect

Town Plan, amended March, 2013

Land Use Regulations adopted November, 2010

Recommended Standards for Developments and Homes adopted September, 1997

Findings

1. The Town of Charlotte owns the Senior Center which is located on the north side of Ferry Road in the Village Commercial zoning district.
2. The Senior Center initially received Site Plan approval in 2001 (PC-00-22 and PC-00-26) and an amendment for additional lighting was approved in 2012 (PC-12-27).
3. The purpose of the current application is to amend the prior approvals to allow for a 330 square foot addition to accommodate office space and a coat room.
4. Sketch Plan Review was deemed unnecessary by the Town Planner in accordance with Section 5.5(C) of the Land Use Regulations.

5. The addition will enclose an area east of the current entry - a majority of which is currently covered by a sidewalk. The addition will result in the creation of 100 square feet of impervious area as two existing flower beds measuring roughly 25 feet by 2 feet will be converted to impervious surface.
6. Per Section 5.5(E)(6)(b), the Planning Commission may limit the size and extent of impervious surface to minimize stormwater runoff and erosion from the site.
7. As an alternative to limiting the amount of impervious surface, the Commission agreed to offset the newly created impervious area (100 square feet) via the creation of an infiltration basin or through the use of another form of green stormwater infrastructure¹.
8. Existing lighting at the entrance and along walkways is shielded and downcast. The applicant indicated that no new lighting is proposed as part of this application

Conclusions

Based on the foregoing Findings of Fact, it is the conclusion of the Commission that the project described in the application and supporting materials, if completed and maintained in conformance with all of the terms and conditions of that application and as required below, will meet the development standards of the Charlotte Land Use Regulations.

Decision

Based on the foregoing Findings of Fact and Conclusions, the Planning Commission approves the Site Plan subject to the following conditions:

1. A zoning permit is required prior to commencement of work. The landowner shall submit plans for a green stormwater infrastructure (GSI) offset project that is at least 100 square feet in area with the zoning permit application. The GSI will be designed by a qualified professional and will include a timeline for construction.
2. A certificate of occupancy is required prior to use of the addition. A letter from a qualified professional indicating that the GSI has been installed in accordance with the design plans must be received by the Planning & Zoning Office prior to the issuance of a certificate of occupancy.
3. No additional exterior lighting shall be permitted. Lighting at the entrance and walkways shall continue to be shielded, downward directed, and confined within the building and walkway areas.

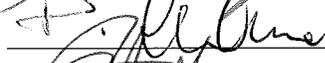
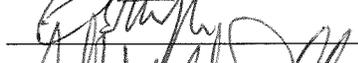
Additional Conditions: All plats, plans, drawings, documents, testimony, evidence and conditions listed above or submitted at the hearing and used as the basis for the Decision to grant permit shall be binding on the applicant, and his/her/its successors, heirs and assigns. Projects shall be completed in accordance with such approved plans and conditions. Any deviation from the approved plans shall constitute a violation of permit and be subject to enforcement action by the Town.

¹ Defined by the Agency of Natural Resources Stormwater Program as "systems and practices that restore and maintain natural hydrologic processes in order to reduce the volume and water quality impacts of the built environment while providing multiple societal benefits."

This decision may be appealed to the Vermont Environmental Court by the applicant or an interested person who participated in the proceeding. Such appeal must be taken within 30 days of the latest date of signature below, pursuant to 24 V.S.A. Section 4471 and Rule 5(b) of the Vermont Rules for Environmental Court Proceedings.

Members Present at the Public Hearing on May 7, 2015: Jeff McDonald, Marty Illick, Charlie Pughe, Peter Joslin, Paul Landler and Gerald Bouchard.

Vote of Members after Deliberations: The following is the vote for or against the application, with conditions as stated in this Decision:

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| 1. Signed: | <u></u> | <input checked="" type="radio"/> For / <input type="radio"/> Against | Date Signed: <u>6/18/2015</u> |
| 2. Signed: | <u></u> | <input checked="" type="radio"/> For / <input type="radio"/> Against | Date Signed: <u>6/18/15</u> |
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| 6. Signed: | <u>Gerald A. Bouchard</u> | <input checked="" type="radio"/> For / <input type="radio"/> Against | Date Signed: <u>6/18/15</u> |
| 7. Signed: | _____ | For / Against | Date Signed: _____ |