

CHARLOTTE PLANNING COMMISSION
Charlotte Town Office
PO Box 119
Charlotte, VT 05445
Phone: 802-425-3533

June 29, 2017

Teresa and Richard Pete
730 Whalley Road
Charlotte, VT 05445

Re: Sketch Plan Review – Application Number PC-17-46-SK

Dear Mr. and Mrs. Pete,

The purpose of this letter is to summarize the Sketch Plan Review for the proposed subdivision of your property at 730 Whalley Road in the Town of Charlotte. A public meeting for the project was held at the Planning Commission meeting on May 18, 2017. A site visit was conducted at the property prior to the meeting, which was attended by the applicants Mr. and Mrs. Pete, the Town Planner Daryl Benoit, and Planning Commissioners Peter Joslin (Vice-Chair), Gerald Bouchard, and Charlie Pughe. Although it is not required by 24 VSA Chapter 117, notice of the public meeting was mailed out to all of the adjoining property owners on May 2, 2017. Notice was also published in “The Citizen” newspaper on May 4, 2017. Furthermore, hardcopy notices were posted at the Town offices, the Old Brick Store, and the Spear Street Store. Electronic notice was posted on the Town of Charlotte website Meeting Calendar.

The Planning Commission has classified your project as a “2-Lot Minor Subdivision” in accordance with Section 6.1(C)(1) of the Charlotte Land Use Regulations (hereafter referred to as “the Regulations”). To complete the project you will need to submit a Final Plan Application, including any waiver requests within six months of the date of this letter, and participate in one subsequent public hearing, in accordance with Section 6.5 of the Regulations. Upon receipt of your Final Plan Application, a Final Hearing will be scheduled.

The Planning Commission is providing the following observations and recommendations for the Final Plan Review Application, which should be addressed in addition to the submission requirements of the Regulations;

1. You have requested to subdivide your ~16.3 acre property into a 5-acre lot (for the purpose of separating the accessory dwelling from the main parcel), and an ~11.3 acre lot.
2. There should be an ingress and egress easement defined along the property line between the two proposed lots, which runs the course of the existing driveway.

Proposed deed language articulating the right-of-way should be submitted as part of the forthcoming Final Plan application.

3. Other issues may be considered during the review of your forthcoming Final Plan application. In accordance with Section 6.3(D) of the Charlotte Land Use Regulations, this Sketch Plan Review is valid for six months.

The application and proposed maps for the Sketch Plan may be found on the Town's website under the Planning and Zoning page, or at the following link: <https://is.gd/DFJcWq>

Please let me know if I can answer any further questions.

Sincerely,

Jeff McDonald, Chair
Charlotte Planning Commission

Dated at Charlotte, Vermont this _____ day of June, 2017.