

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

August 17, 2017

Terry T. Hotaling
142 Oak Hill Road
Charlotte, VT 05445

Re: Sketch Plan Review – Application Number PC-17-63-SK

Dear Mr. Hotaling,

The purpose of this letter is to summarize the Sketch Plan Review for a proposed Subdivision of your 17.47-acre property located at 142 Oak Hill Road into 5-acre lot for the existing house, and a 12.47-acre lot. The development is proposed to occur within the Rural District (RUR).

A public meeting for the project was held at the Planning Commission meeting on July 6, 2017. A site visit was conducted at the property prior to the meeting, which was attended by the applicants, and Planning Commissioners Peter Joslin (Vice-Chair), Dick Eastman, Marty Illick, 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 June 15, 2017. Notice was also published in “The Citizen” newspaper on Jun 22, 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 “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 regular submission requirements within the Regulations;

1. You should select a building envelope that is outside of the flood hazard area of the Lewis Creek that is identified within the FEMA *National Flood Hazard Layer (NFHL)*, and

the area identified by the Vermont Agency of Natural Resources (ANR) as River Corridor¹ (see attached map). As a substantial portion of your land located along the Lewis Creek is classified as FEMA “Zone A” riverine floodplain and ANR River Corridor, your surveyor should include these delineations on your final plat submission.

2. The Planning Commission estimates that the location of your proposed building envelope would likely be placed to the northeast of the current house. As it has been observed that a large portion of your property is composed of steep slopes, it may be necessary to reduce the setbacks to develop on the best possible site. In this case, you have the option to undertake a Planned Residential Development (PRD) as part of your Final Plan application, which would entail the designation of at least 50% of your current 17.47-acre parcel into conservation (according to Section 8.4(C)(1) of the Regulations).
3. As the proposed subdivision would increase the number of house sites to greater than five, the Town’s Roads Ordinance stipulates that the current driveway serving the property would need to be improved to an 18’ wide Access Road with 2’ wide shoulders from the curb cut on Roscoe Road to the intersection of the Cohen and the Fishman driveways. A turnaround would need to be constructed in this location to accommodate a 29,000 lb. fire truck. Further details on the specifications of Access Roads within the Town are covered in the “*Recommended Standards for Developments and Homes*” (adopted September, 1997).
4. Prior to construction of a dwelling on your subdivided parcel, a Vermont State Wastewater permit would be required.
5. Other issues may be considered during the review of your forthcoming Final Plan application. In accordance with Section 6.3(D) of the 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/HiFuom>

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

Sincerely,

Daryl Benoit
Town Planner,
For the Charlotte Planning Commission

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

¹ River Corridors – Frequently Asked Questions – FAQs, “Flood Ready”, <http://floodready.vermont.gov/rcfaq>, State of Vermont, 2017

