

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

September 28, 2017

Scott Hardy
PO Box 40
New Haven, Vermont 05472

Re: Sketch Plan Review – Application Number PC-17-94-SK

Dear Mr. Hardy,

The purpose of this letter is to summarize the Sketch Plan Review for a proposed five-lot Subdivision of your 5-acre property located at 783 Mt. Philo Road. The development is proposed to occur within the Rural (RUR) zoning district.

A public hearing for the project was held at the Planning Commission meeting on August 17, 2017. A site visit was not conducted at the property prior to that meeting, because the property had been recently visited by the Planning Commission during the application process of the subdivision of the property, which was approved on June 29, 2017.

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 and was also published in “The Citizen” newspaper on the week of July 6, 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 Amendment” to develop four 1-bedroom senior housing cottages under a Planned Unit Development (PUD) to be constructed within the existing building envelope that was approved for a 4-bedroom house in accordance with Section 6.1(C)(4)(a) 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. During the public hearing you had expressed that the proposed four units were intended as “elderly housing”. In this case, the housing units would need to comply with the federal Fair Housing Act, which states that elderly housing is;
 - A. Specifically designed for and occupied by elderly persons under a federal or state housing program;
 - B. Occupied by a person 62 years or older, or at least 80% of the dwelling units are to be occupied by at least one person who is 55 years or older;
 - C. Such housing may include accessory congregate dining and recreational facilities, and assisted living services;
2. In order to obtain the requested density to construct new units within the parcel, they must meet the definition of “affordable housing” (defined in Section 10.2 in the Regulations). If the definition were met, you would be allowed up to five units on the property. The affordable housing criteria is as follows;
 - A. The housing units are owned by their inhabitants whose gross annual household income does not exceed the median income for the Burlington MSA, as defined by the United States Department of Housing and Urban Development, and the total annual cost of the housing, including principal, interest, taxes, insurance, and condominium association fees is not more than 30 percent of the household’s gross annual income, OR;
 - B. The units are rented by inhabitants whose gross annual household income does not exceed 80% of the median income for the Burlington MSA, as defined by the United States Department of Housing and Urban Development, and the total annual cost of the housing, including rent, utilities, and condominium association fees, is not more than 30% of the household’s gross annual income.

For FY 2017, the Median Income for the Burlington-South Burlington, VT MSA = \$82,400.¹

3. 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.

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

Sincerely,

Daryl Benoit (Town Planner)
For the Charlotte Planning Commission

¹ FY 2017 Income Limits Documentation System, FY 2017 Income Limits Summary, Economic and Market Analysis Division, U.S. Department of Housing and Urban Development (HUD), 2017.
<https://www.huduser.gov/portal/datasets/il/il2017/2017summary.odn>