

EXHIBIT A page 1

10/7/20

To: Charlotte Planning & Zoning

From: Court St Associates, LLC, 86 Lake St, Burlington, VT

Re: Zoning Permit Application for new deli and apartment at 20 Jackson Hill Road in Charlotte, VT

Conditional Use Review Narrative

USE:

The 20 Jackson Hill Road property is the location of Spear's Corner Store. The original store building was constructed in the 1850s, and an addition- where the current general store is located- was constructed in the 1970s. Located on the parcel currently in addition to the store are two sheds, and a house and associated septic mound that are currently unused.

The applicant is proposing to add a deli to the historic portion of the store, which is currently used for storage. The deli will provide baked goods, sandwiches and prepared foods- all to go. No onsite dining or service is proposed. Two-to-three employees are expected to operate the deli business. An apartment on the second floor of the 1970s portion of the building is currently occupied, and the applicant is proposing to build out a new three-bedroom apartment on the second floor of the historic store building.

Also proposed is a new septic mound to handle wastewater associated with the new deli and apartment. The existing septic mound on the lot across Jackson Hill Road will continue to handle wastewater from the existing store and apartment.

The proposed project is expected to have a ten-month duration, and commence once all relevant State and local permits have been obtained.

BUILDING & SITE CHANGES:

No exterior changes to the existing structure are proposed. Repairs to the existing siding, decks, windows and overhangs will be performed as needed. Railings and guardrails will be added as required per code. A kitchen vent hood will be installed on the south elevation at the rear of the historic portion of the building to vent the proposed kitchen grease hood. New electrical service will be provided from the onsite pole.

Parking for the store and apartment are currently located across Jackson Hill Road on a separate parcel. Both parcels are under the same ownership. No change to the current setup is proposed.

The existing house on the site, currently unoccupied, will remain as-is. Onsite currently there are two sheds- a metal storage container will be removed, while a wood shed currently used for storage will remain as-is with no upgrades planned.

STRUCTURE:

No new significant structural work is proposed. Repairs to existing structure will be performed as needed, including any shoring of existing structure required to accommodate the proposed new kitchen and apartment.

Responses to Zoning Administrator email of 10/1/2020:

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Please provide the following documentation to your application:

1) House and store lot(s) and construction history

- a. Need a survey of each lot or combined lot. This can be included in the site plan.
Included on submitted drawing A100.
- b. Need a historical construction/alteration / timeline for the store building.
Included in Conditional Use Review Narrative.
- c. Need details of all proposed exterior changes to the store building
Included in Conditional Use Review Narrative.
Is the house going to be part of the business? No.
 - i. If so, provide details.
- d. Two storage sheds
 - i. What is their use, size, and date built? Included in Conditional Use Review Narrative and on drawing A100.
- e. Need lot coverage calculations for both the house, sheds, and the store buildings. If the footprint of any of these is changing with the proposed uses – need the lot coverage calculations for the changes. New or expanded uses may require additional acreage. Table 2.3
Included on submitted drawing A100.

2) Historical and Current Uses

- a. Need a detailed history / timeline for each historical use (residential and commercial)
 - i. Floor plan and site plan should show the date, type and location of each historical use. Included in Conditional Use Review Narrative and on submitted drawing A100.
- b. Need a floor plan and site plan showing size (square footage) and location of the proposed uses (residential and commercial) including entrances and exits Included on submitted drawing A100.
- c. Provide details of the proposed “deli” operation
 1. Type of food and preparation Included in Conditional Use Review Narrative.
 2. Number of Employees Included in Conditional Use Review Narrative.

3) Parking – Section 3.11 & Table 3.1

- a. Need a site plan showing current parking for each current use. Included on submitted drawing A100.
- b. Need a site plan showing proposed parking for new or expanded uses Included on submitted drawing A100.

4) Loading and Deliveries – Section 3.11

- a. Show location on the site plan Included on submitted drawing A100.

5) Water source - Section 3.16 (historical and proposed) for each use – show on site plan

- a. Quality/ tests/permits history

6) Waste disposal – Section 3.16 (historical and proposed) for each use– show on site plan

- a. Quality/tests/permits history Attached to email and included on submitted drawing A100.

7) Public roads and ROW – show on site plan Included on submitted drawing A100.

