



Town of Charlotte

ESTABLISHED 1762

June 18, 2014

Mike Hinsdale / KYTOAD LLC
915 Old Hollow Road
PO Box 57
North Ferrisburgh, VT 05473

Re: 00100-3795; Ethan Allen Highway

Dear Mike:

I met with folks from the former Affordable Housing Committee on Friday to get a better understanding of how the process works and to discuss timelines for applying for an Affordable Housing Grant. Currently the Charlotte Housing Trust Fund Policies and Procedures states that applications must be received by August 31 and final decisions will not be made until January of the following year. The schedule was initially setup this way in anticipation of receiving several grant applications at one time. That has not been the case, and the Selectboard has indicated a willingness to change this schedule to review projects on an as received basis. I'm not sure how or if you want to use grant money but money is available for feasibility (i.e. septic design and plan / plat development) as well as construction. Please see attached for more information. As of now, the money can't be used for acquiring land. This is, however, under discussion and if you decide you'd like to use it that way then you can meet with the Selectboard to discuss. My guess is you'll have plenty of other uses for the money outside of land acquisition.

The entire property is currently 12.9 acres. The Planning Commission approved a Planned Residential Development / Subdivision application that proposed the creation of Lot 2 with 11.66 acres (including 6.46 acres of open space) and Lot 2A with 1.27 acres. You have expressed an interest in changing the use of the existing house on Lot 2A to a multi-unit structure. Following are your options as relates to density and residential development of the property (this assumes that the structure on Lot 2 will continue as a single-family residence (SFR)):

1. You can amend your subdivision approval to create a 'conventional' subdivision where each lot has the minimum 5 acre size. This would allow you to have a SFR or up to 4+ units of affordable housing¹. There would be no required open space agreement unless the Commission chooses to negotiate for the protection of an identified area of high public value.
2. You can amend your subdivision approval via a boundary adjustment to give Lot 2A 2.0 acres and Lot 2 10.9 acres which would include 6.46 acres of open space. This would allow you to have either a SFR or up to 4 units of affordable housing².

¹ This would require that you enter into a contractual agreement with the Town of Charlotte or provide other means of guaranteeing that dwelling units created will remain affordable in perpetuity. A breach of such a contract or agreement would be considered a zoning violation that would require returning the house to a permitted SFR and may involve financial penalties.

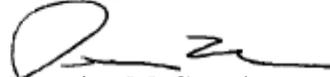
² *ibid*

3. If you only want three affordable units, you will only need 1.5 acres total for Lot 2A so Lot 2 would get 11.43 acres which would include 6.46 acres of open space. This too would be accomplished by applying for a boundary adjustment.

Please refer to the enclosed Charlotte Housing Trust Fund Policies and Procedures for information required by the Town to insure compliance with the units being defined as affordable. This information will be required whether or not you choose to apply for a grant as the Planning Commission will be relying on the units being defined as affordable when considering applications involving more than one dwelling unit on Lot 2A. I have also enclosed a revised Attachment A for 2014 which outlines income and housing cost requirements for affordable housing projects.

I hope this information is helpful and please let me know if you have additional questions.

Sincerely,



Jeannine McCrumb

Town Planner / Zoning Administrator

Enclosures: Affordable Housing Trust Fund Policies and Procedures, Sample Agreement, and Application Form; 2014 Attachment A.