

April 03, 2023

Terry Hass
Assistant Zoning Administrator
City of Essex Junction
2 Lincoln Street

RE: Site Plan Application – 161 Cheeseman, LLC
161 Pearl Street
Essex Junction, VT

Dear Terry:

We are writing on behalf of 161 Cheeseman, LLC c/o Doug Cheeseman to apply for site plan review of a proposed 4 story apartment building with 18 one-bedroom units. The project received conceptual plan approval on January 9, 2023.

For the conceptual plan submittal, the project received comments from both Hamlin Consulting Engineers as well as staff in the staff report and approval letter. We have addressed those comments in separate memos, included in this submittal.

The plans have been revised according to all comments received. Please note that some of the plans now have different sheets numbers as the landscaping plan has been removed from the civil set and a landscape architect plan is now provided as sheet L1. A waiver is requested for the one parking space in the front parking lot that is partially in the setback, as supported in the Hamlin review.

Please find the following information attached. If you have any question or need additional information, please let us know.

- 1) Site Plan Review Fee: \$1,815;
 - a. 18 units x \$100 = \$1,800
 - b. \$15 recording fee
- 2) One (1) full size sets of plans;
 - a. One (1) full size and one (1) 11"x17" copies will be provided once the application is deemed complete
- 3) Signed Planning and Zoning Application;
- 4) Completed Site Plan Checklist;

- 5) Landscaping Schedule/Budget;
- 6) Memo responses to Hamlin & staff comments.

Sincerely,

Shawn Cunningham, EI