

**CHARLOTTE PLANNING COMMISSION**  
**Charlotte Town Office**  
**P.O. Box 119**  
**Charlotte, VT 05445**  
**Phone: 802 425-3533**

April 16, 2004

Trafton and Laura Crandall  
214 Sugarloaf Hill Road  
Warren, VT 05674

**Re: Sketch Plan Review; Application PC-04-09**

Dear Mr. and Mrs. Crandall,

This letter is to summarize the Sketch Plan Review held at the Planning Commission's meeting on April 1, 2004 to review your application to modify the common boundary between two parcels that you own on Orchard Road.

The Planning Commission classified your project as a Subdivision Modification because it will modify a subdivision that was previously approved by the Planning Commission (ie: Cowles—approved in 1987 and modified in 1988, and Swift—approved in 1994); the Planning Commission also classified the project as a Subdivision Amendment because Lot 1 had not been approved previously as a building lot, and from the information that you submitted with the application (ie: proposed driveway and wastewater disposal system) it is clear that you are proposing that Lot 1 be considered a building lot.

Additionally, the Planning Commission makes the following recommendations for your Subdivision Modification/Amendment application:

1. A building envelope should be created on Lot 1 outside of the wetland and forest habitat and associated buffer. The building envelope should be large enough for principle and accessory structures. It is understood that Lot 2 already has a building envelope, and that you are not proposing to alter it.
2. The wetland on Lot 1 does not need to be field delineated as long as the building envelope provides a significant buffer from the wetland.
3. An Access Permit for Lot 1 should be obtained prior to submission of the Final Plat application. The preferred location for this access is the southwest corner of the lot in order to avoid interference with the commercial orchard on the north side of Orchard Road (ie: Shelburne Orchards), while allowing sufficient sight distance from the corner on Orchard Road.
4. The access for the dwelling on Lot 2 should be used for the access to the barn, so that there is only one access for each lot.

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In accordance with Chapter V Section 1 of the Charlotte Subdivision Bylaws the Sketch Plan is valid for six months. Please let me know if I can answer any questions.

Sincerely,

Dean Bloch  
Town Planner