

**Approved
Minutes
Hartford Planning Commission
December 19, 2022**

**THIS MEETING WAS CONDUCTED IN COMPLIANCE WITH
THE VERMONT OPEN MEETING LAW
IN PERSON WITH ELECTRONIC PARTICIPATION AVAILABLE**

Present: John Reid, Chair, (01-11-24), Bruce Riddle, Vice Chair, (02-07-25), Robin Adair Logan (02-10-23), Toby Dayman (06-28-24), Dillon Bianchi (09-05-25), John Heath (03-22-24), Colin Butler (07-12-24), Kim Souza, Selectboard Liaison, and Jo-Ann Ells, Zoning Administrator

Absent: None

John Reid read the Hybrid Meeting Script and took a roll call.

Administrative Matters

1. Minutes

Colin Butler moved to approve the minutes of November 14, 2022 with several changes. John Heath seconded, and the motion passed unanimously.

Bruce Riddle moved to approve the minutes of November 21, 2022. Robin Adair Logan seconded, and the motion passed unanimously.

Bruce Riddle moved to approve the minutes of November 28, 2022. Colin Butler seconded, and the motion passed unanimously.

Bruce Riddle moved to approve the minutes of December 5, 2022 with several changes. John Heath seconded, and the motion passed unanimously.

2. Administrative Permits

Jo-Ann Ells reviewed the following Administrative Permits:

- Putnam's Vineyard- Wine Bar/Retail/Classes/Events
- Global Village Foods- Canopy, Enclose porch, Storage shed
- Quechee Lake Bathhouse (94 sq. ft. addition to the Snack Bar/90 sq. ft. exterior shower/rinse off area/ADA ramp and step)

3. Act 250 Applications

None

2. 12-19-22

4. Town Plan Steering Committee update

Bruce Riddle shared that the work the Two-River Regional Planning Commission is doing will be submitted to the Planning Commission in January.

5. Regional Planning Commission update

None

6. Climate Action Steering Team

None

7. Availability for the next Public Hearing

All Commissioners anticipated being available for the February 6, 2023 Hearing.

8. Public comment

None

Public Hearing

John Reid opened the Public Hearing, read the Hybrid Meeting Script, took a roll call, explained the Hearing process, and administered the oath.

1. Application #22-31 by Stephen Lagasse (owner/applicant) for approval of a boundary line adjustment between lots 45-0047-001 and 42-0050-000, 17 and 145 Victory Circle, Hartford, in a R-1 zoning district.

Steve Lagasse and Skip Nalette were present.

Steve Lagasse introduced himself and noted that the intent of the application is to allow an accessory dwelling unit to be built in the future.

Skip Nalette gave a brief overview of the application.

Noting one of the remaining lots would only just meet the minimum lot size requirement of 8000 sq. ft., John Reid asked if the reported lot size of 8,020 sq. ft. was precise. Skip Nalette confirmed that his equipment can survey accurately to this level.

Toby Dayman suggested that one of the proposed meets and bounds on the survey be double checked.

Dillon Bianchi asked how the lot width is measured. Jo-Ann Ells explained that the width of a lot is measured at the front setback line. She noted that one of the lots in this application is odd shaped (it fronts on Victory Circle in two places) the applicant is requesting that the Planning Commission measure lot width on the developed side of the lot.

There was a brief discussion about setbacks. It was noted that the setbacks are as follows:

<u>Front</u>	<u>Side</u>	<u>Rear</u>
10/20*	10	20

*10' for principal structure and 20' for attached or detached garages and other structures.

There was no public comment.

Bruce Riddle moved to close the Public Hearing. Colin Butler seconded, and the Public Hearing was closed.

Dillon Bianchi moved to approve the application on the condition that the surveyor confirm that the meets and bounds are correct. Colin Butler seconded, and the motion passed unanimously.

2. Application #22-32 by Apex Storage, LLC (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for a self-storage facility, lot 14-0067-000, Kline Drive, White River Junction, in a HC zoning district.

Greg Castell and Chris Rivet were present.

Chris Rivet previewed the proposed plans including site work/clearing, stormwater, snow storage, lighting, access, landscaping. He requested several changes to the Findings of Fact regarding lighting.

Chris Rivet reviewed the drainage report and explained that the post development flows are required to be equal to or less than the predevelopment flows.

Chris Rivet noted that the project was outside of the delineated wetland buffer.

Toby Dayman suggested the applicant decrease the size of the paved access area between the existing and proposed facilities.

Greg Castell shared that he intended to add rooftop solar in the future.

It was noted that access easements would be needed if either the existing developed facility or the proposed facility were sold independently of each other.

Greg Castell said that there is an industry standard for lease language prohibiting the storage of hazardous materials in the storage units.

There was no public comment.

Bruce Riddle moved to close the Public Hearing. Colin Butler seconded, and the Public Hearing was closed.

Jo-Ann Ells reviewed changes to the draft Findings of Fact.

Dillon Bianchi moved to approve the application with the noted changes. Colin Butler seconded. Colin Butler asked about the height of the pole lights. It was noted they are proposed to be 15' high. The motion passed unanimously.

3. Application #22-33 by Watersmith Properties, LLC (owner) and White River Growpro (applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for a Garden Center, lots 43-0043-000 and 43-0043-003, 788 Hartford Avenue, White River Junction, in VRC and R-1 zoning districts.

Stephanie Waterman, Craig Jewett, and Mark Wheeler were present.

John Reid noted that under Vermont law a business involving cannabis cannot be treated differently than any other commercial venture.

Stephanie Waterman introduced herself and noted that she has worked hard with her engineer and architect on the plans. She explained that they tried to keep the existing building, but it was not feasible due to structural issues.

Craig Jewett reviewed the plan set. It was noted that the applicant would like to provide 16 parking spaces, not 15 as originally proposed.

John Reid asked about the ownership of the residential lots behind the project. Stephanie Waterman clarified that she owns two residential parcels behind the project. She added that she intends to merge the two commercial lots which are the subject of her application.

John Heath complimented the applicant on the size and scale of the proposed building.

It was noted that the plans would be amended to indicate the relocated zoning district boundary line as allowed by the Zoning Regulations and that the line as shown was incorrect.

John Heath suggested the applicant consider taller trees along the rear of the lot.

Stephanie Waterman explained that larger truck deliveries such as tractor trailers normally occur between 10AM and 2PM and that typically they receive 1 large vehicle delivery a week and 2-3 during the springtime. She added that it typically takes 10-15 minutes to unload a tractor trailer.

Stephanie Waterman stated that a forklift and bulk materials would be stored in the shed.

Craig Jewett confirmed that no floor drains would be installed in the garden center building or shed.

Stephanie Waterman stated that some retail items would be displayed outside on racks adjacent to the building under the roof overhang.

Toby Dayman questioned if fencing and additional landscaping should be added to the rear of the lot. Craig Jewett noted that Stephanie Waterman owns the adjacent lots to the rear of the project.

Colin Butler asked why the applicant was removing several trees in the front of the lot. Stephanie Waterman explained that she was concerned with safety as the trees block site distance for vehicles exiting the property and their removal will improve the visibility of the proposed sign.

Colin Butler complimented the applicant on an attractive project, but noted he was disappointed that the building was not moved away from the front property line.

Colin Butler requested that the applicant reduce the height of the pole light adjacent to the entrance to the property.

Colin Butler asked about the storage of hazardous materials. Stephanie Waterman explained that nothing would be on site that requires special storage and added that things like fertilizer would not be stored outside. Craig Jewett stated that neither building would have a floor drain.

Bruce Riddle requested that all abutters be added to the plans.

Dillon Bianchi stated that he preferred the light pole by the entrance be kept at the proposed height for safety purposes. Jo-Ann Ells noted that it was included on the photometric plan. Colin Butler agreed.

Robin Adair Logan commented that the project was well thought out.

There was no public comment.

Dillon Bianchi moved to close the Public Hearing. Bruce Riddle seconded, and the Public Hearing was closed.

Jo-Ann Ells reviewed changes to the draft Findings of Fact.

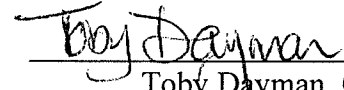
Colin Butler moved to approve the application with the noted changes. Robin Adair Logan seconded, and the motion passed unanimously.

6. 12-19-22

Adjournment

At 8:15p.m., Bruce Riddle moved to adjourn. Colin Butler seconded, and the Hearing was adjourned.

Respectively Submitted,



Toby Dayman, Clerk