

HARTFORD PLANNING COMMISSION
June 9, 2025
Meeting Notice and Agenda

The Hartford Planning Commission will meet on Monday, June 9, 2025, beginning at 6:00 p.m. to consider the following Administrative Matters and Applications.

This meeting will be conducted in person at Hartford Town Hall, 171 Bridge Street, White River Junction, Vermont. In addition, you may join the meeting remotely as follows:

Microsoft Teams [Need help?](#)
[Join the meeting now](#)
Meeting ID: 221 198 268 880 6
Passcode: L3B63XD9

Dial in by phone
[+1 802-377-3677,540705546#](tel:+18023773677540705546#)
1 802 377 3677
Phone conference ID: 540 705 546#

If you have problems accessing this meeting, please email Jo-Ann Ells at jells@hartford-vt.org

A. Administrative Matters beginning at 6:00 p.m.

1. Public Comment. 2. Bliss Road Tower Replacement. 3. Fire Policy. 4. Minutes.
5. Administrative Permits. 6. Act 250 Applications. 7. Town Plan Steering Committee update. 8. Regional Planning Commission update/Land Use Plan. 9. Climate Action Plan update. 10. Availability for the next Public Hearing.

B. Public Hearing, beginning at 6:30 p.m.

1. Application #25-10 by Consolidated Communications of Vermont Company, LLC (owner) and the Center for Cartoon Studies (applicant) for approval of the subdivision of lot 45-0116-000 into two lots, corner of Gates Street and Currier Street, White River Junction, in the CB zoning district.

Please call the Department of Planning and Development (802) 295-3075 to request copies of the application materials. Persons wishing to be heard regarding these applications may do so by participating in the meeting, having another party participate in the meeting on their behalf, and/or by submitting written testimony.

An interested person who has **participated** in a municipal regulatory proceeding may appeal a decision rendered in that proceeding to the Vermont Environmental Court. Participation in a local regulatory proceeding shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding.

John Reid, Chair

**Planning Commission
Administrative Agenda
June 9, 2025**

1. Public Comment
2. Bliss Road Tower Replacement
3. Discuss Fire Policy
4. Minutes March 31, 2025
5. Administrative Permits
 - Home Comfort Warehouse
 - Keep it Simple
 - Emerge
 - Memorial, post WWII Veterans
 - Food Truck, Honda
6. Act 250 Applications
 - Demo, Quechee Main Street
7. Town Plan Steering Committee update (Bruce)
8. Regional Planning Commission update/Land Use Plan (Bruce)
9. Climate Action Plan update (John R.)
10. Availability for the next Public Hearing (July 14, 2025)

Bliss Road Replacement Tower

<https://drmpllc.sharefile.com/share/view/s09047b9692284d9290e16f2be4c08f6b>

Memorandum

To: Hartford Planning Commission
Cc: Tom Peltier, Fire Marshal
From: Jo-Ann Ells, Zoning Administrator
Date: June 1, 2025
Re: Fire Policy

At your Hearing in March, you reviewed an application for a waiver from a requirement to install a residential sprinkler system in a new dwelling on Wildlife Road. The lot is over 500' from a municipal fire hydrant. The requirement was a condition of the subdivision approval that created the lot in accordance with the Planning Commission's Fire Policy. The waiver was denied by a vote of 3 in favor of the waiver and 4 opposed.

John R. asked me to put a discussion of the policy on your June 9, 2025 administrative agenda and to provide some background. The Fire Marshal, Tom Peltier, will attend the meeting and can provide additional details regarding the design and purpose of residential sprinkler systems.

The Subdivision Regulations require that "Adequate fire protection facilities within the subdivision shall be provided by the developer to the satisfaction of the Fire Chief or designee."

In 2001, the Planning Commission approved a policy regarding the installation of sprinkler systems in newly created lots. The Commission worked with the Fire Department and the policy was reviewed by counsel.

The policy states:

Fire hydrants shall not be more than 500' apart for residential and commercial use. In areas where all the buildings are sprinkled, hydrants may be 1,000 feet apart.

Hydrants shall be located within 3' of the curb line on the edge of road. The base of the hydrant shall be at the same grade as the road.

The minimum flow rate shall be 1,000 gallons per minute for non-sprinkled residential developments or structures. For residential structures with sprinklers, the flow rate may be reduced to 500 gallons per minute.

For commercial developments and structures outside of the hydrant district an adequate and reliable water source shall be provided. The quantity of water shall be determined by using the formula in NFPA 1231, Water Supply for Suburban and Rural Fire fighting. The minimum quantity of water shall be 3,600 gallons. For commercial developments or structures outside of the hydrant district that are required to have or are equipped with

sprinkler systems, the only water required is that which is necessary for the sprinkler system and all components meeting NFPA 13 standards.

Public water supplies and fire hydrants shall be extended to new residential and commercial developments whenever possible.

If the applicant requests a waiver from any requirement listed above, the structure(s) shall be equipped with built in fire protection sprinklers in accordance with the applicable NFPA standards.

The Commission has consistently followed this policy since its adoption approximately 24 years ago with the exception of a waiver granted in 2021 for a 502 sq. ft. dwelling.

**DRAFT
Minutes
Hartford Planning Commission
March 31, 2025**

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

Present: John Reid, Bruce Riddle, Toby Dayman, Dillon Bianchi, John Heath, Colin Butler, Dylan Kreis, Brandon Smith, 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. Public Comment

None

2. Elect Officers

Colin Butler moved to reappoint John Reid as Chair, Bruce Riddle as Vice Chair, and Toby Dayman as Clerk. Dillon Bianchi seconded, and the motion passed unanimously.

3. Bliss Road Tower Replacement Update

Jo-Ann Ells explained that the applicant was preparing a visual analysis and that the Planning Commission and Selectboard would have 30 days to review it once it was received.

4. Minutes

Bruce Riddle moved to approve the minutes of February 24, 2025. Dillon Bianchi seconded, and the motion passed unanimously.

5. Administrative Permits

Jo-Ann Ells noted that an administrative permit had been issued for rePlay Arts at 87 Maple Street in a space previously occupied by a ballet studio.

6. Act 250 Applications

None

7. Town Plan Steering Committee update

Bruce Riddle shared that the Planning Department has recently hired a new Housing and Development Specialist, and it is expected that workshops for the housing section of Town Plan will be scheduled soon.

8. Regional Planning Commission update

Bruce Riddle noted he expected the new land use maps to be ready in October per the RPC's website.

9. Climate Action Plan update

John R. shared that the Climate Action Committee is reviewing the Climate Action Plan given the possibility that funding could be lost/cut back.

10. Next Public Hearing

It was noted that the Planning Commission's May 5, 2025 was cancelled as no applications were submitted.

Public Hearing

John Reid opened the Public Hearing, explained the Hearing process, interested party rule, and administered the oath.

1. Application #25-04 by Richard and Paula Smardon (owners/applicants) for approval of a boundary line adjustment between lots 02-0113-000 and 02-0113-001, 4531 and 4533 Quechee West Hartford Road, West Hartford, in a RL-1 zoning district.

Skip Nalette of Pathways Consulting was present.

Skip gave an overview of the project noting that the properties were developed and under the same ownership.

Toby Dayman asked if the right-of-way was existing. Skip Nalette confirmed the right-of-way is existing.

There was no public comment.

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

Dillon Bianchi moved to approve the application as presented. Bruce Riddle seconded and the motion passed unanimously.

2. Application #25-05 by Robert Wetzel, Brenda Mainer, and Quechee Webster LLC (owners/applicants) for approval of a boundary line adjustment between lots 12-0185-000 and 12-0186-000, 0 and 1453 Quechee Hartland Road, Hartford, in a RL-3 zoning district.

Robert Wetzel, Brenda Mainer, and Jason Crance were present.

Jo-Ann Ells noted that applicant's properties extended into the Town of Hartland, and that the application before the Planning Commission was limited to the land in Hartford.

Jason Crance gave an overview of the project and noted that the result would be a buffer for the Wetzel/Mainer property from planned silvicultural activities by Quechee Webster.

Dylan Kreis asked about the approval process in Hartland. Jason Crance noted that he was not the attorney presenting the boundary line adjustment in Hartland, and stated that it was his understanding that a Public Hearing was not required, and the process involved a simple exchange of deeds.

Steven George asked for a summary about the reason for the proposed application. Jason Crance stated that the exchange of land would result in a buffer for the Wetzel/Mainer property from planned silvicultural activities by Quechee Webster.

John Reid noted that the application before the Planning Commission was for a boundary line adjustment and not silvicultural activity.

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

Colin Butler moved to approve the application as presented. Dillon Bianchi seconded, and the motion passed unanimously.

3. Application #25-06 by WEH Holdings, LLC and William Harris (owners/applicants) for approval of the subdivision of lot 13-0037-004 into two lots, 5580 Woodstock Road, Quechee, in an approved Planned Development.

Will Harris was present. He gave a brief overview of the application and noted it was his intent to build a home for himself on the 8 acre lot.

Jo-Ann Ells explained that the property is governed by a Master Plan for an approved Planned Development (PD) including the lot.

Colin Butler asked if there was anything in the PD that would preclude the application. Jo-Ann Ells confirmed there was not anything in the PD that would preclude the application.

Toby Dayman reviewed the building envelopes.

Dylan Kreis asked if the applicant was aware of the traffic volume on Route 4. Will Harris confirmed that he was aware of the traffic.

There was no public comment.

Colin Butler moved to close the Public Hearing. John Heath seconded, and the Public Hearing was closed.

John Heath moved to approve the application as presented. Dillon Bianchi seconded, and the motion passed 5-2 with John Heath and Dylan Kreis opposed as they did not agree that the application met sections §200-2 D or §200-2 E of the Subdivision Regulations.

4. Application #25-07 by Zi Chen (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for approval of a third dwelling unit in an existing structure, lot 22-0096-000, 238 Norwich Avenue, Wilder, in a R-1 zoning district.

Zi Chen and Max Lu were present.

Max Lu gave an overview of the application noting that there would be no change to the footprint of the structure, three 3-bedroom units were proposed, and the parking had been reviewed with Chris Holzwarth at the Department of Public Works.

John Heath thanked the applicant for proposing more housing in Wilder. He expressed concern with a driver being able to park in proposed parking space #3. Toby Dayman commented that a turning movement study may be necessary. Dillon Bianchi noted that additional dimensions were needed on the plan. Colin Butler noted that clarifying the intent of the black and blue lines on the plan would be helpful.

There was discussion about grading and drainage.

Dylan Kreis expressed concern with the limited number of parking spaces.

John Heath noted that additional landscaping should be provided.

The Commission discussed acting on the application with added conditions opposed to asking the applicant to come back before the Commission.

Dylan Kreis asked that floor plans be provided. Max Lu stated that he could provide floor plans.

Suzanne Provost introduced herself and noting that she lives on Hawthorne Street. She expressed some concern with the impact on property value, and asked that a clearer plan, additional landscaping, and plan for trash be provided.

Gaudong Fu noted that she lives at 238 Norwich Avenue and asked several questions about tenant rights. John Reid noted that the questions were outside of the Commission's authority.

Dylan Kreis noted his concern with the lack of details provided by the applicant.

Bruce Riddle moved to close Public Hearing. John Heath seconded, and the Hearing was closed.

Bruce Riddle moved to approve the application on the condition that:

- Landscaping is added to the south of parking spaces #2 & #3.
- Landscaping is replaced and added between the access drive and Norwich Avenue including screening for parking spaces #1.
- A screened trash area is added.
- More detailed information about drainage is submitted for review by the Chair of the Planning Commission and Department of Public Works.
- Verification that the Department of Public Works supports the proposed parking and circulation is submitted.
- An interior layout plan is submitted.

Colin Butler seconded, and the motion passed 5-2 with Toby Dayman and Dillon Bianchi opposed as they preferred the proposed conditions be reviewed by the Planning Commission at a Hearing.

5. Application #25-08 by Giri White River Hex Property 121 LLC (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for approval of the conversion of suites into single-rooms at the Holiday Inn Express and Suites, lot 14-0018-000, 121 Ballardvale Drive, Wilder, in a GCR zoning district.

Ethan McNaughton was present and gave an overview of the application and justification for reduced parking.

There was discussion about how to address parking should it be an issue including having staff carpool and adjusting shifts for staff.

Ethan McNaughton pointed out that if parking were an issue, it would only hurt the hotel owner, and they would want to address it.

Concerns were voiced regarding allowing a parking reduction without a plan to address parking if it became an issue, that the change from suites to single rooms would increase the demand for parking, current planned development/construction in the Upper Valley that may increase the demand for hotel rooms on a long term basis, and the possible impact on neighboring properties.

John Heath moved to close Public Hearing. Dillon Bianchi seconded, and the Hearing was closed.

Colin Butler moved to approve the application on the condition that the applicant provides an addition eleven (11) parking spaces on-site, off-site (with applicable agreements), or a combination thereof, for review by the Chair of the Planning Commission. John Heath seconded, and the motion passed 6-1 with Dylan Kreis opposed. Dylan stated that he did not find that the application met §260-45 (1) or §260-45 (2) of the Zoning Regulations.

6. Application #25-09 by Crystal Howard (owner/applicant) for the approval of a subdivision amendment involving the removal of the requirement to install a sprinkler system in a new dwelling on lot 03-0010-006, 2111 Wildlife Road, West Hartford, in a RL-5 zoning district.

Crystal Howard and Tom Peltier, Hartford Fire Marshal were present.

Crystal Howard shared that she has never lived in a home with a sprinkler system, but understands that they save lives. She added that the construction of the dwelling has been very expensive, and she is running out of money for a septic system and cannot afford to install a sprinkler system. In addition, she is paying legal fees to try to recover money from a negligent contractor.

Tom Peltier stated that he sympathized with the landowner. He suggested she contact the State Attorney General's office regarding her problems with the contractor.

Tom Peltier noted that once a fire starts, you have 2-3 minutes to get out, the survival rate for a home with a sprinkler system is 90 % and, in this instance, it would take emergency responders 10-15 minutes to get to her house in good weather.

John Reid commented that it appeared the Zoning Permit had a condition that was ignored.

Crystal Howard noted that the dwelling is heated with a wood stove and heat pumps.

Colin Butler noted that the installation would have been much cheaper if done during construction. Crystal Howard stated that her builder failed her.

John Heath noted that while he was sympathetic, this should have been addressed before construction commenced.

Toby Dayman stated that he was not supportive of the sprinkler system policy.

Dylan Kreis noted that the waiver would increase the risk to emergency responders.

7. 03-31-25

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

Dillon Bianchi moved to approve the application. Bruce Riddle seconded and the motion failed 3-4 with John Reid, Bruce Riddle, Colin Butler, and Dylan Kreis opposed.

Adjournment

At 9:30 p.m., Bruce Riddle moved to adjourn. Dillon Bianchi seconded, and the Hearing was adjourned.

Respectively Submitted,

Toby Dayman, Clerk

Planning Commission Terms

Dillon Bianchi 09-05-25
Dylan Kreis 6/26/2026
John Reid 02-05-27
John Heath 03-11-27
Toby Dayman 06-24-27
Colin Butler 06-24-27
Bruce Riddle 02-03-28

**DRAFT
FINDINGS OF FACT
CONCLUSIONS OF LAW
AND
DECISION**

HARTFORD PLANNING COMMISSION

**Application #25-10 by Consolidated Communications of Vermont Company, LLC and the
Center for Cartoon Studies
for approval of the subdivision of lots 45-0116-000 & 45-0155-000
corner of Gates Street and Currier Street
White River Junction, in the CB zoning district**

This decision pertains to application #25-10 by Consolidated Communications of Vermont Company, LLC (owner) and the Center for Cartoon Studies (applicant) for approval of the subdivision of lots 45-0116-000 & 45-0155-000, corner of Gates Street and Currier Street, White River Junction, in the CB zoning district.

FINDINGS OF FACT

Based upon the information contained in the exhibits for this application (see attached list) and the evidence adduced at the Planning Commission meeting of June 9, 2025, the Hartford Planning Commission makes the following Findings of Fact:

1. The owner of record of lots 45-0116-000 and 45-0155-000 is Consolidated Communications of Vermont Company, LLC who acquired the lot on 04-01-08. The deed is recorded in volume 428, page 5 of the Hartford Land Records.
2. The lots are located at 111 and 119 Gates Street in WRJ and are developed with commercial structures.
3. Combined, the lots are approximately 0.955+/- acres.
4. The lot is class one (municipal water and sewer).

This Application

5. The applicant proposes to re-subdivide the lot into two lots.
6. Minimum Area and Dimensional Standards for a class 1 lot in the CB zoning district are:

2. 25-10

Area (square feet)		Lot Dimensions (feet)		Setbacks (feet from property lines)		
Per Dwelling Unit	Per Lot	Width	Depth	Front	Side	Rear
2.5 Floor Area Ratio (FAR)	2,000	25	N/A	0	0	0

7. After the subdivision:

Lot 45-0116-000 will be approximately 0.855 acres

Lot 45-0116-001 will be approximately 0.100 acres

Lot number 45-0155-000 will cease to exist.

The lots will meet the minimum area and dimensional requirements for the CB zoning district.

8. Lot 45-0116-001 will benefit from an easement for ingress/egress over lot 45-0116-000. The easement will be included in the deed should either lot transfer ownership.
9. The application is a “One-step” application under section 203-C 2 of the Subdivision Regulations.
10. The applicants understand that they retain the obligation to identify, apply for, and obtain any relevant local and state permits for this project.
11. The applicants understand that to finalize this approval they must submit a complete Zoning Permit application within 180 days of this decision, or the decision will be null and void.

The applicants understand a complete application includes:

- An application for a Zoning Permit
- Application fee
- Documentation outlining how the conditions of approval have been met
- Mylar

CONCLUSIONS OF LAW

Based upon the foregoing Findings of Fact, the Hartford Planning Commission concludes that the proposed subdivision meets the requirements of the Town of Hartford Subdivision Regulations including:

Section 200-2 Hartford Subdivision Regulations:

- A. To guide future development in accordance with the Hartford Master Plan (the Plan),

3. 25-10

Zoning Regulations, Flood Hazard Area Regulations, Capital Budget and Program, and all other Town adopted bylaws, ordinances, regulations, plans, policies, and procedures.

- B. To promote a desirable relationship to the landform, its topography and geology, natural drainage and surface water runoff, surface water, and groundwater.
- C. To conserve natural resources and fragile features such as prime agricultural soils, wetlands, streams, ponds, steep slopes, ridgelines, important wildlife habitat and connectivity, and scenic views.
- D. To minimize the fragmentation of productive resource lands, including farm and forest land, and to promote their continued use and availability for agriculture, forestry, and wildlife.
- E. To maintain Hartford's historic settlement pattern, defined by compact villages surrounded by rural countryside.
- F. To encourage variety, innovation, flexibility, and greater efficiency in residential development including clustering of lots, in accordance with the provisions of 24 V.S.A. §4417 (Planned Unit Development).
- G. To establish standards of subdivision design including, but not limited to, provisions for pedestrian and vehicular traffic, surface water runoff, surface water, and suitable building sites for the land use contemplated.
- H. To ensure development does not exceed the ability of the Town to provide public services and facilities, and that these facilities and services are available and will have sufficient capacity to serve any proposed subdivision. Such facilities and services include, but are not limited to: parks, recreation areas, schools, police and fire protection, libraries, water and wastewater facilities, roads, and public parking.
- I. To provide adequate utilities such as water, wastewater, electricity, telephone, and broadband.
- J. To provide the most efficient relationship between land use and the circulation of traffic throughout the Town, encourage access management, and avoid undue traffic congestion and overburdening of roads, highways, and intersections.
- K. To promote the conservation of energy and use of renewable energy resources.
- L. To encourage variety in the type, size, and cost of housing to meet the needs of Hartford's diverse population.

DECISION

The Hartford Planning Commission, based upon the forgoing Findings of Fact and Conclusions of Law hereby application #25-10 by Consolidated Communications of Vermont Company, LLC (owner) and the Center for Cartoon Studies (applicant) for approval of the subdivision of lots 45-0116-000 & 45-0155-000, corner of Gates Street and Currier Street, White River Junction, in the CB zoning district **on the condition that before a zoning permit is issued to finalize this Decision, the surveyor submits a letter to the Zoning Administrator certifying that the monuments have been set according to the locations identified on the approved survey plat.**

This decision is also subject to the condition that no modification or expansion shall be made to the project as described and limited in the above Findings of Fact and Conclusions of Law without the written approval of the Hartford Zoning Board of Adjustment and/or the Hartford Planning Commission. This decision may be revoked, and a new application or permit required if conditions and findings are violated or modified without written approval.

The applicant is responsible for insuring compliance with all applicable State and Federal regulations pertaining to this application.

Those in favor:

Those in opposition:

Those not participating:

Dated at Hartford, Vermont this ____ day of June 2025.

HARTFORD PLANNING COMMISSION

By _____
Chairperson/Vice-Chairperson

Appeal Rights: An interested person who has participated in the proceeding related to this decision has the right to appeal this decision to the Vermont Environmental Court, pursuant to 24 V.S.A. s. 4471 and V.R.E.C.P.5, in writing, within 30 days of the date of this decision. If you fail to appeal this decision, your right to challenge this decision at some future time may be lost because you waited too long. You will be bound by this decision, pursuant to 24 V.S.A. s. 4472 (d) (exclusivity of remedy; finality).

EXHIBIT LIST

1. Application #25-10
2. Survey entitled "Subdivision Plat Prepared For The Center for Cartoon Studies, PO Box

5. 25-10

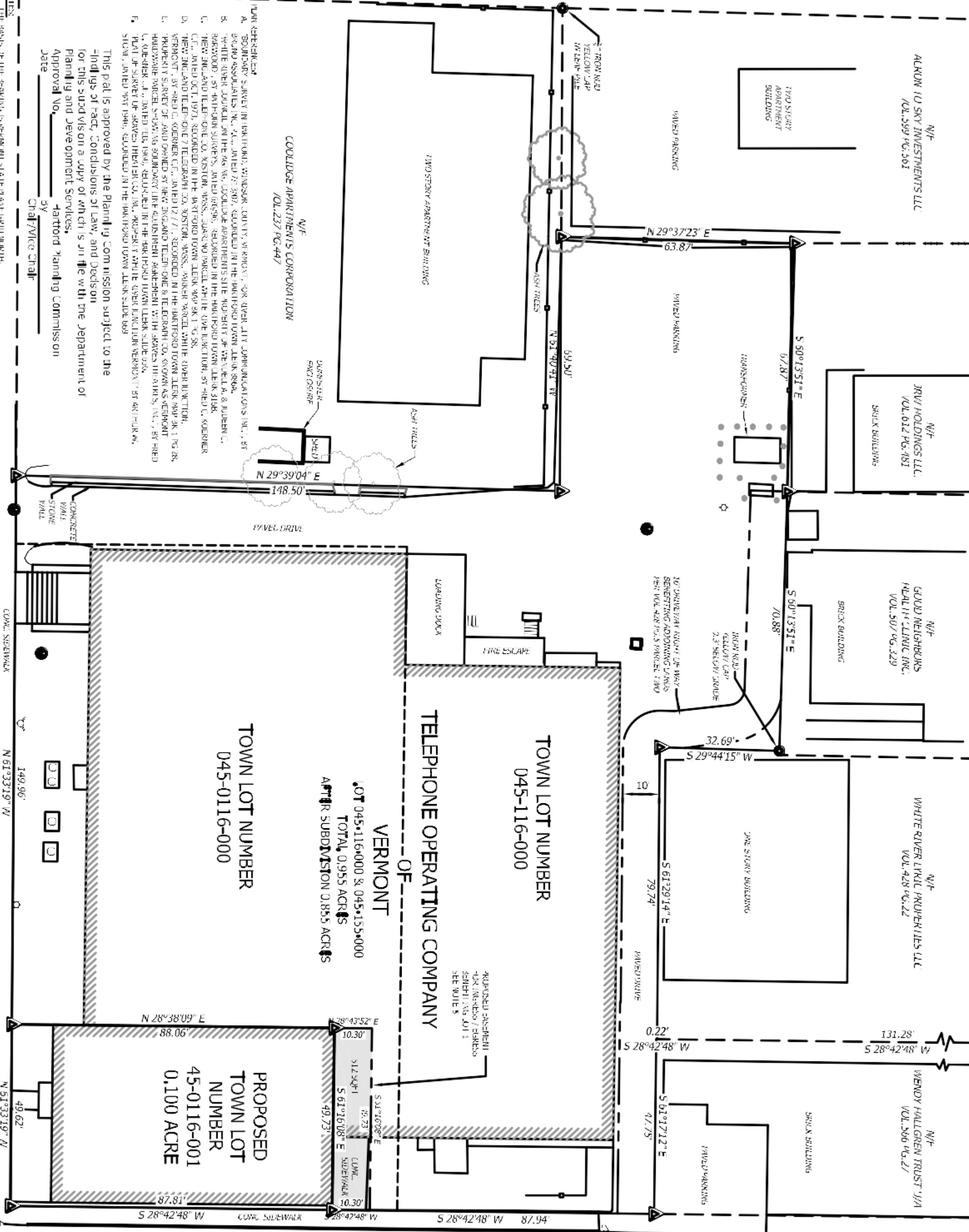
125, White River Junction Vermont, 05001, property of Telephone Operating Company of Vermont, located at 111 Gates Street, Hartford, Windsor County Vermont”

3. Memo from Michelle Ollie dated May 9, 2025

4. Memo from Jo-Ann Ells dated May 5 ,2025

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- EASEMENTS:
1. PARCEL THREE IN VOL. 428 HAS CURRENT RIGHTS TO PASS OVER THE DRIVEWAY, WHEN UP TO 10 FEET, THIS DRIVEWAY WAS CONVEYED AND IS ACCURSED BY A EULUTION, PARCEL FOUR IN VOL. 428 HAS CURRENT RIGHTS TO PASS OVER THE DRIVEWAY, WHEN UP TO 10 FEET, THIS DRIVEWAY WAS CONVEYED AND IS ACCURSED BY A EULUTION.
 2. PARCEL SIX IN VOL. 428 HAS EXISTING RIGHTS TO PASS OVER THE DRIVEWAY, WHEN UP TO 10 FEET, THIS DRIVEWAY WAS CONVEYED AND IS ACCURSED BY A EULUTION.
 3. PARCEL SIX IN VOL. 428 HAS EXISTING RIGHTS TO PASS OVER THE DRIVEWAY, WHEN UP TO 10 FEET, THIS DRIVEWAY WAS CONVEYED AND IS ACCURSED BY A EULUTION.



- PLAN REFERENCES:
- A. BOUNDARY SURVEY IN HARTFORD, WINDSOR COUNTY, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.
 - B. WHITE RIVER JUNCTION, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.
 - C. HARTFORD TOWN CLERK'S OFFICE, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.
 - D. HARTFORD TOWN CLERK'S OFFICE, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.
 - E. HARTFORD TOWN CLERK'S OFFICE, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.
 - F. HARTFORD TOWN CLERK'S OFFICE, VERMONT, FOR GIVER CITY COMMUNICATIONS INC., BY BROWN ASSOCIATES INC., DATED 7/1/2017, RECORDED IN THE HARTFORD TOWN CLERK'S OFFICE.

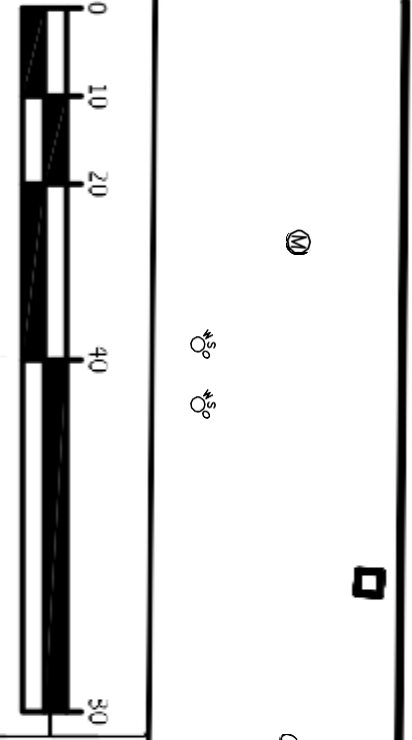
This plat is approved by the Planning Commission subject to the findings of fact, conclusions of law, and decision for this subdivision on a copy of which is on file with the Department of Planning and Development Services.

Approval No. _____

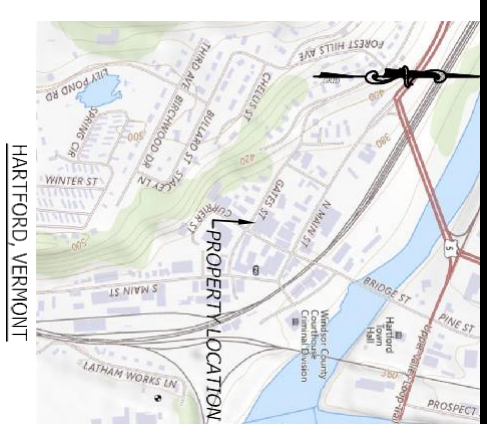
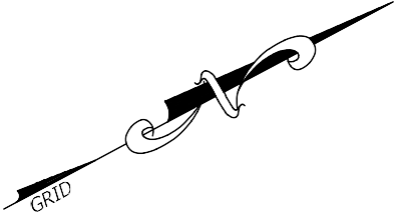
by _____

Chair/Vice Chair

- NOTES:
1. THE BASIS OF THE SURVEY IS VERMONT STATE PLAT MAP 1000.
 2. THIS SURVEY WAS COMPLETED IN JANUARY OF 2025 WITH A STATION 3000 & 3500.
 3. SURVEY ORIGIN DATA RELIABLE AND A TOPCON GTS 7000 TOTAL STATION.
 4. THE SURVEY WAS COMPLETED BY NATHAN WADELAU, VERMONT LICENSED SURVEYOR.
 5. THE SURVEY WAS COMPLETED BY NATHAN WADELAU, VERMONT LICENSED SURVEYOR.
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 9. THE SURVEY WAS COMPLETED BY NATHAN WADELAU, VERMONT LICENSED SURVEYOR.
 10. THE SURVEY WAS COMPLETED BY NATHAN WADELAU, VERMONT LICENSED SURVEYOR.



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Nathan Wadeau
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- LEGEND
- PROPERTY BOUNDARY LINE
 - SUBDIVISION LINE
 - 10' DRIVEWAY RIGHT OF WAY
 - EXISTING EASEMENT
 - SUBJECT PROPERTY BUILDING LINE
 - BUILDING LINE
 - WOOD STOCKADE FENCE
 - UTILITY POLE
 - CATCH BASIN
 - MANHOLE
 - BOLLARD
 - LIGHT POLE
 - SIGN
 - HYDRANT
 - WATER VALVE
 - REBAR OR RAIL ROAD SPIKE FOUND
 - CALCULATED POINT

OWNER OF RECORD
LEB-HUVE OPERATING, INC. LAMPART, LLC
7701 LAMPTON ST.
MANCHESTER, VT 05201
PARCEL ID 45116 & 45125
VOL. 428 PGS. 5
1:25 ALICED

horizons
Civil and Structural Engineering
Land Surveying and Environmental Consulting
MAINE • NEW HAMPSHIRE • VERMONT
www.horizonsengineering.com

SUBDIVISION PLAT PREPARED FOR
THE CENTER
FOR
CARTOON STUDIES
PO BOX 125
WHITE RIVER JUNCTION, VT 05001
PROPERTY OF **TELEPHONE OPERATING COMPANY OF VERMONT**
LOCATED AT 111 GATES STREET
HARTFORD, WINDSOR COUNTY, VERMONT
DEED BOOK 428, PAGES 3-19

STATE OF VERMONT NATHAN WADELAU No. 754 LICENSED SURVEYOR	
DATE: 5/2/25	PROJECT #: 240150
SURD BY: DAS/DAW	DRAWN BY: DAS
CHECKD BY: ARCHIVE #:	NP
SHEET B1	

Memorandum

To: Jo-Ann Ellis
From: Michelle Ollie
CC: Alicia Cochran, David Lloyd, Drew Kervick, and David Swedick
Date: June 2, 2025
Re: Proposed Subdivision

Thank you for your comments and questions of May 5, 2025 on the subdivision application submitted by the Center for Cartoon Studies and Consolidated Communications. The applicants respond as follows:

1. We understand our obligation to identify, apply for, and obtain any relevant local and state permits for this project.
2. We understand the requirement to submit a complete application for a Zoning Permit within 180 days of the written decision of the Planning Commission.
3. The updated subdivision plat now reflects a lot number of “45-0116-001” for the proposed 0.10-acre lot.

We will submit the requested information by email and hard copy. Thank you for your time and attention to this matter.

Memorandum

To: Michelle Ollie
Cc: Alicia Cochran, David Llyod, Drew Kervik and David Swedick
From: Jo-Ann Ells
Date: May 5, 2025
Re: Proposed Subdivision

Please submit a response to the following comments/questions on your application for a subdivision before **9:00 a.m., Wednesday, May 14, 2025**. If you are unable to meet this deadline, please contact me as soon as possible to discuss the deadline to have your application considered at the next round of Public Hearings.

Prior to the Planning Commission Hearing, you will receive an agenda, draft Findings of Fact, and additional staff comments if there are any. Please feel free to contact me at any time during this process.

1. Please confirm that you understand that you retain the obligation to identify, apply for, and obtain any relevant local and state permits for this project.

To determine what State Environmental Permits may be required for your project, The Vermont Agency of Natural Resources (ANR) recommends that you use ANR's Permit Navigator Tool by going to the VT Department of Environmental Conservation website [Welcome to DEC | Department of Environmental Conservation \(vermont.gov\)](#) and going to the "Permit Navigator Tool" [Permit Navigator \(force.com\)](#)

If further assistance is needed, please contact the Community Assistance Specialist for our area:

Halle Harklau, Community Assistance Specialist

Halle.Harklau@vermont.gov

802-461-7128

2. To finalize approval by the Planning Commission you must submit a complete application for a Zoning Permit within 180 days of the written decision of the Planning Commission, or the decision will be null and void.

A complete application includes:

- Zoning Permit Application (a form will be provided with the Planning Commission's written Decision)
- Application fee (\$75)
- Documentation outlining how any conditions of the Planning Commission's approval have been met
- A letter from your surveyor certifying that the monuments have been set according to the locations identified on the approved survey plat.
- Mylar

Please confirm your understanding.

3. Please change the lot number for the proposed 0.10 acre lot to "45-0116-001."
4. Please send me a single email including the application form, your response to this memo, and revised survey.
5. Please submit 8 hard copies of the application form, your response to this memo, and revised survey. At a minimum, please submit 11" x 17" copies of the survey.