

**Approved
Minutes
Hartford Planning Commission
August 11 , 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, and Jo-Ann Ells, Zoning Administrator

Absent: None

John Reid read the meeting script and took a roll call.

Administrative Matters

1. Public Comment

None

2. Discuss Redevelopment of 80 North Main Street

Jason Whitney and Mike Welch of Whitney Pension Associates, Inc. and their Architect Jon Criswell talked to the Commission about preliminary plans to expand the building at 80 North Main Street to include additional office space and dwelling units. They noted they are in the early stages of design.

The Commission was generally supportive of the project. They asked that attention be paid to:

- Parking- including one dedicated parking space per dwelling unit
- Lighting
- Landscaping
- Maximizing use on the lot
- Providing dwelling units with more than one bedroom
- Providing EV chargers

Jo-Ann Ells noted that the project would be reviewed by the Design Review Committee.

3. Minutes

Bruce Riddle moved to approve the minutes of July 14, 2025. Colin Butler seconded, and the motion passed unanimously.

2. 08-11-25

4. Administrative Permits

Jo-Ann Ells reviewed the following projects that were issued administrative permits:

- Junction Fiber Mill, Maple Street, Renovate upstairs for offices
- Coop Kitchen, A Street, Commissary Kitchen
- Hartford PD, VA Cutoff, widen parking spaces
- Northern Stage, Gates Street, folly structure and fencing/screening

5. Act 250 Applications

None

6. Town Plan Steering Committee update

Tabled.

7. Regional Planning Commission update/Land Use Plan

John Reid noted there is a meeting being held by the Regional Planning Commission on August 11, 2025 regarding the Regional Land Use Plan.

8. Climate Action Plan update

Tabled.

9. Availability for the next Public Hearing

All Commissioners anticipated being available for the October 6, 2025 Hearing.

Public Hearing

John Reid opened the Public Hearing and administered the oath.

1. Application #25-12 by the Linda C. Brown Revocable Trust and Chickadee Mountain Properties, LLC (owners/applicants) for approval of a lot line adjustment between lots 14-0027-001 and 14-0027-003, Wellington Drive and Remick Road, Hartford, in R-3 and FC zoning districts.

Tim Rockwood, Mike Merchand, and Justin Merchand were present.

Colin Butler asked if a more rigorous review would be required if the landowner wanted to subdivide in the future. Jo-Ann Ells noted that the Subdivision Regulations includes definitions of two types of subdivisions, and it would depend on what was requested.

John Reid noted that several waivers were being requested.

Abutter Derek McClellen asked about the use of the lot that is being increased in size and an Act 250 rule prohibiting further subdivision of the lot.

Jo-Ann Ells explained that the Planning Commission was reviewing an application for the annexation of land, and any change of use would require a separate permit. It was noted that an application to expand the mechanic's garage on the abutting lot would require review by the Planning Commission.

Tim Rockwood stated that the application is a minor lot line adjustment that requires notification to the State and he was not aware of any additional State Permit requirements.

Heidi McClellen asked about the waiver regarding surveying.

Jo-Ann Ells explained that the applicants were requesting a waiver from a full boundary survey since a full boundary survey was done in 2007.

Tim Rockwood noted that the new boundary pins will be set.

A motion to approve the application with the conditions as discussed was made and seconded. The motion passed unanimously.

Adjournment

At 7:00 p.m., Bruce Riddle moved to adjourn. John Reid seconded, and the Hearing was adjourned.

Respectively Submitted,



Toby Dayman, Clerk

Planning Commission Terms

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
Dillon Bianchi 09-01-28

