

HARTFORD PLANNING COMMISSION

July 6, 2026

Meeting Notice and Agenda

The Hartford Planning Commission will meet on Monday, July 6, 2026, 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 meeting

Join: <https://teams.microsoft.com/meet/230414211405070?p=2ALpXHJUiaIWMJFThj>

Meeting ID: 230 414 211 405 070

Passcode: uB7qM7cR

Dial in by phone

[+1 802-377-3677,,944752612#](tel:+18023773677944752612)

1 802 377 3677

Phone conference ID: 944 752 612#

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. Minutes. 3. Administrative Permits. 4. Act 250 Applications. 5. Town Plan Steering Committee update. 6. Regional Planning Commission update/Land Use Plan. 7. Climate Action Plan update. 8. Availability for the next Public Hearing.

B. Public Hearing, beginning at **6:15 p.m.**

1. Application #26-03 by Happy Enchilada, LLC and RJR White River Junction, LLC (owners/applicants) for approval of lot line adjustments between lots 45-0183-000 and 45-0186-000, 70 Gates Street and 87 North Main Street, White River Junction, in a 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
July 6, 2026**

1. Public Comment

2. Minutes

June 1, 2026

3. Administrative Permits

- The Filling Station: New door, ramp, windows, propane cover, and lighting
- Hartford Fire Station: Shed
- Lakeland Condos: trashed enclosure

4. Act 250 Applications

None

5. Town Plan Steering Committee update (Bruce)

6. Regional Planning Commission update/Land Use Plan (Bruce)

7. Climate Action Plan update (John)

8. Availability for the next Public Hearing (August 10)

**Draft
Minutes
Hartford Planning Commission
June 1, 2026**

**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: Erik Krauss, Selectboard Liaison

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

Administrative Matters

1. Public Comment

None

2. Minutes

Bruce Riddle moved to approve the minutes of March 16, 2026 as prepared. Dillon Bianchi seconded, and the motion passed unanimously.

3. Elect Officers

Dylan Kreis moved to elect the standing officer; John Reid, Chair, Bruce Riddle, Vice Chair, and Toby Dayman, Clerk. Colin Butler seconded, and the motion passed unanimously.

4. Administrative Permits

Jo-Ann Ells reviewed the following administrative permits:

- Food Truck, Woodstock Road
- EV Chargers, Municipal Parking Lot
- Food Trucks, Town Parks
- Batting Cage, Dothan Brook School

5. Act 250 Applications

None

2. 06-01-26

6. Town Plan Steering Committee update

No update.

7. Regional Planning Commission update/Land Use Plan

Bruce Riddle noted that the draft Regional Land Use Plan is posted and a Public Hearing is scheduled at Bugbee Senior Center on July 29th.

8. Climate Action Plan update

There was no update on the plan.

John Reid shared a recent project regarding the dangers of heat by Dartmouth students.

9. Availability for the next Public Hearing

All Commissioners anticipated being available for the July 6th Hearing. Bruce Riddle noted that he'd be attending remotely.

Public Hearing

John Reid opened the Public Hearing and administered the oath.

1. Application #26-01 by Anthony Parizio (owner/applicant) for approval of the subdivision of lot 08-0040-000 into three lots, 3158 Old River Road, Hartford, in RL-3 and Rural Lands zoning districts.

Anthony Parizio, Jon Harrington, and Larry Swanson were present.

Jon Harrington gave an overview of the proposed subdivision.

There was a discussion regarding the proposed boulder wall. Jon Harrington noted that the soils in the area drain well, the wall will be in an area that is a steep slope, a swale will collect and direct water to the driveway, the proposed 1:1 grade is typical, and the wall detail on the plan set is not to scale.

Larry Swanson shared his discovery of two existing culverts that have easements from the interstate. He stated that he did not see any erosion around the culverts.

Jon Harrisonton stated that the construction of the driveway for lot 08-0040-002 will likely require the removal of fill, but he had not done the calculations.

Jo-Ann Ells noted that Conditional Use Approval from the Zoning Board might be required for this construction of the driveway as noted in the draft Findings of Fact.

Jon Harington stated that he was not sure how the State enforces Wetland Permit conditions.

The Commission agreed that the applicant should be required to submit information from their State Wetland Permit clarifying if the existing 24" culvert adjacent to the driveway to lot 08-0040-002 will remain or be removed.

There was no public comment.

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

Colin Butler moved to approve the application with the condition as discussed. John Heath seconded, and the motion passed unanimously.

2. Application #26-02 by Lawrence and Lynn Potwin (owners/applicants) for approval of the subdivision of lot 07-0049-003 into two lots, 338 Quechee West Hartford Road, Quechee, in RL-1 and Rural Lands zoning districts.

Skip Nalette was present.

Skip Nalette gave an overview of the proposed subdivision.

There was a discussion about the reciprocal sewer easement, location of existing private roads, and existing family cemetery.

Skip Nalette noted that power to the new lot would be coordinated with the power company.

There was no public comment.

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

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

Adjournment

At 7:15 p.m., Bruce Riddle moved to adjourn. Dillon Bianchi seconded, and the Hearing was adjourned.

Respectively Submitted,

Toby Dayman, Clerk

Planning Commission Terms

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

Dylan Kreis 06-22-29

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

HARTFORD PLANNING COMMISSION

**Application #26-03 by Happy Enchilada, LLC and RJR White River Junction, LLC
for approval of lot line adjustments between lots 45-0183-000 and 45-0186-000
70 Gates Street and 87 North Main Street
White River Junction, in a CB zoning district**

This decision pertains to application #26-03 by Happy Enchilada, LLC and RJR White River Junction, LLC (owners/applicants) for approval of lot line adjustments between lots 45-0183-000 and 45-0186-000, 70 Gates Street and 87 North Main Street, White River Junction, in a 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 July 6, 2026, the Hartford Planning Commission makes the following Findings of Fact:

1. The owner of record of lot 45-0183-000 is Happy Enchilada, LLC who acquired the lot on 04-25-25. The deed is recorded in volume 630, page 79 of the Hartford Land Records.

The owner of record of lot 45-0186-000 is RJR White River Junction, LLC who acquired the lot on 12-12-14. The deed is recorded in volume 507, page 325 of the Hartford Land Records.
2. Lot 45-0183-000 is located at 70 Gates Street. Lot 45-0186-000 is located at 87 North Main Street.
3. The lots are in the CB zoning district.
4. Lot 45-0183-000 is developed with a bar. Lot 45-0186-000 is developed with an unoccupied commercial structure.
5. Lot 45-0183-000 is approximately 0.064 acres/ 2,782 sq. ft. Lot 45-0186-000 is approximately 0.142 acres/6,188 sq. ft.

2. 26-03

6. The lots are class one (public water and sewer).

This Application

7. The applicants proposes to annex 218 sq. ft. from lot 45-0183-000 to lot 45-0186-000 and 163 sq. ft. from lot 45-0186-000 to lot 45-0183-000.

8. Minimum Area and Dimensional Standards for a class three lot in a CB zoning district are:

Minimum Area and Dimensional Standards

Class	Area (square feet)		Lot Dimensions (feet)		Setbacks (feet from property lines)		
	Per Dwelling Unit	Per Lot	Width	Depth	Front	Side	Rear
1	2.5 Floor Area Ratio (FAR)	2,000	25	N/A	0	0	0

9. After the subdivision:

Lot 45-0183-000 will be approximately 0.063 acres/2,727 sq. ft.

Lot 45-0186-000 will be approximately 0.143 acres/6,243 sq. ft.

The lots will meet the minimum area and dimensional requirements for their respective zoning districts. *

10. The application is a “One-step” application under section 203-C 2 of the Subdivision Regulations.

11. The applicants understand that they retain the obligation to identify, apply for, and obtain any relevant local and state permits for this project.

12. According to the applicants’ surveyor:

“While the plan does not depict a proposed property marker between Parcels 45-183 and 45-185 along the right-of-way crossing Parcel 45-182, the location of that corner is already well established and recoverable from existing survey evidence.

Specifically, the corner is referenced by an existing railroad spike located 63.24 feet southerly along the right-of-way, a 3/8-inch iron pin located 29.03 feet easterly, and geometrically by the flush capped rebar marked “SVE” located 7.59 feet southerly of

* Lot 45-0186-000 does not currently meet the 25’ width requirement. The annexation will not alter this nonconformity.

3. 26-03

the iron pin, together with the other monuments and record evidence shown on the plan.

Because the corner is already perpetuated by existing monumentation and no boundary uncertainty exists at this location, we do not believe additional field survey work or monumentation is necessary to accurately define the parcel limits affected by the proposed lot line adjustment.”

The Planning Commission has the authority to waive the setting of this monument under §200-30 of the Subdivision Regulations.

13. 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 any 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), 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.

4. 26-03

- 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 #26-03 by Happy Enchilada, LLC and RJR White River Junction, LLC (owners/applicants) for approval of lot line adjustments between lots 45-0183-000 and 45-0186-000, 70 Gates Street and 87 North Main Street, White River Junction, in a CB zoning district.

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.

5. 26-03

Those in favor:

Those in opposition:

Those not participating:

Dated at Hartford, Vermont this ____ day of July 2026.

HARTFORD PLANNING COMMISSION

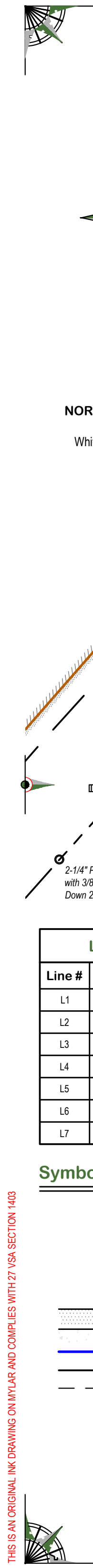
By _____
Chairperson/Vice-Chairperson

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 #26-03
2. Survey prepared by Huntley Survey & Design. PLLC, last revised 06-09-2026 and as replaced if required by this Decision
3. Letter from Russell Huntley dated June 15, 2026
4. Memo from Jesse Pollard dated June 9, 2026
5. Memo from Jo-Ann Ells dated June 3, 2026
6. Memo from Jesse Pollard dated June 1, 2026

THIS IS AN ORIGINAL INK DRAWING ON MYLAR AND COMPLIES WITH 27 VSA SECTION 1403



[45-182]
NORTHERN STAGE COMPANY
76 Gates Street
White River Junction, VT 05001-428
435/56

[45-212]
TOWN OF HARTFORD
171 Bridge Street
White River Junction, VT 05001-192
613/551

Line Table		
Line #	Direction	Length
L1	N41° 56' 57"E	7.59'
L2	S36° 48' 33"W	11.16'
L3	S64° 43' 43"E	16.33'
L4	S10° 09' 38"W	10.54'
L5	S53° 11' 27"E	5.00'
L6	N41° 56' 57"E	7.59'
L7	N72° 21' 24"W	7.92'

Symbol Legend

	CATCH BASIN
	DRAIN MANHOLE
	HYDRANT
	WATER VALVE
	UTILITY POLE WITH GUY ANCHOR
	OVERHEAD ELECTRIC LINE
	EDGE OF PAVEMENT
	EDGE OF CONCRETE
	SUBJECT PROPERTY LINE
	ABUTTER PROPERTY LINE
	ROW LINE
	IRON PIN/PIPE
	NAIL
	STONE/CONCRETE BOUND
	RAILROAD SPIKE
	CAPPED 5/8" REBAR
	FOUND
	SET
	TAX MAP PARCEL NUMBER
	DEED VOLUME & PAGE

PARCEL NUMBER	Acres before Adjustment	Sq.Ft before Adjustment	Acres after Adjustment	Sq.Ft. after Adjustment	Area Adjusted
[45-183]	0.064	2,782	0.063	2,727	-55
[45-186]	0.142	6,188	0.143	6,243	55
"A"					218
"B"					163

Plan References

REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS:

- PORTION OF WHITE RIVER JUNCTION VERMONT, DATED NOVEMBER 1945, BY S.H. STEVENS. (Slide 624 Hartford Land Records)
- PLAN OF PUBLIC HIGHWAY, DATED MARCH 17, 1947, BY S.H. STEVENS. (Side 620 Hartford Land Records)
- BOUNDARY SURVEY AUBUCHON HARDWARE, DATED AUG. 26, 1985, BY KENNETH A. LECLAIR. (Hartford Planning Department)
- BOUNDARY SURVEY, PREPARED FOR NORTHLAND ENTERPRISES LLC OF LANDS OF 79 SOUTH MAIN, LLC LOCATED ON SOUTH MAIN ST. TOWN OF HARTFORD, WINDSOR COUNTY, VERMONT, DATED 3/27/2012; BY PETER BOEMIG, SVE ASSOCIATES (Slide N 621D Hartford Land Records)

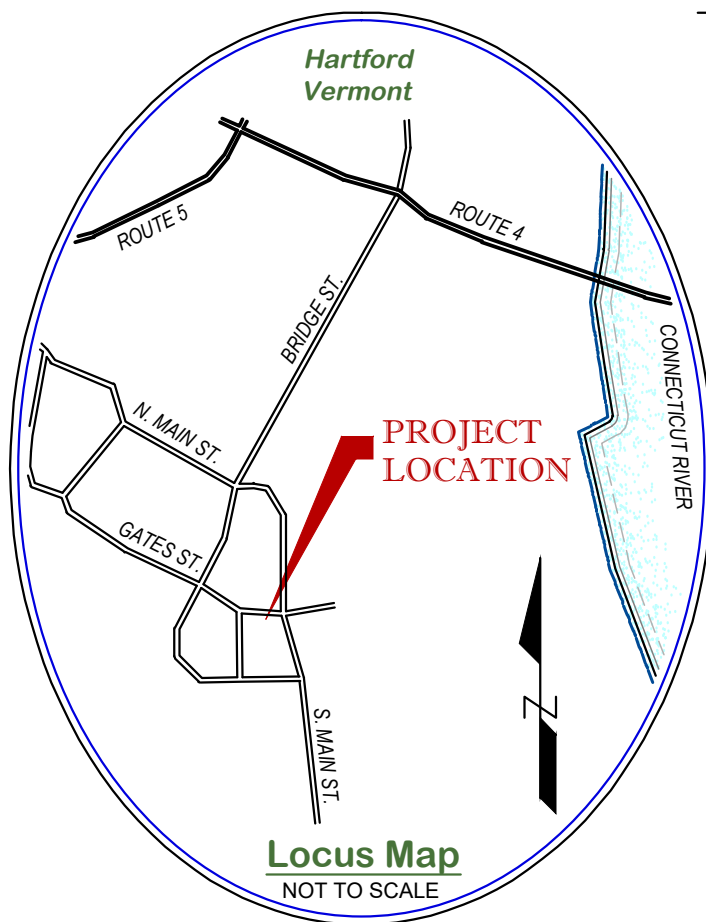
Zoning Districts

CB (Central Business District)
DEPICTED PROPERTIES ARE SUBJECT TO ALL APPLICABLE TOWN ZONING CODES, REGULATIONS AND ORDINANCES.

MAX HEIGHT	50' *
LOT SIZE	2,000 Sq.Ft. *
LOT DEPTH	N/A
LOT WIDTH	25'
BUILDING SETBACKS	
FRONT	00'
SIDE	00'
REAR	00'

MAX BUILDING COVERAGE 90%

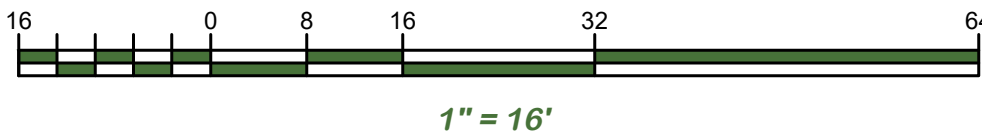
*SEE TOWN OF HARTFORD CODE CONCERNING ADDITIONAL REQUIREMENTS PERTAINING TO PARCEL



Notes

- NORTH ORIENTATION:** NORTH SHOWN ON THIS PLAN IS BASED ON A MAGNETIC OBSERVATION TAKEN IN CONJUNCTION WITH THE SURVEY PERFORMED IN PLAN REFERENCE No.4. NORTH IS SHOWN ONLY TO DEFINE ANGULAR RELATIONSHIPS.
- BOUNDARY LINES:** THE BOUNDARY LINES AND SITE FEATURES SHOWN ON THIS PLAN WERE COMPILED FROM PLAN REFERENCE No.4 AND ARE NOT THE RESULT OF A FIELD SURVEY. AN UP TO DATE BOUNDARY AND SITE SURVEY WERE NOT PERFORMED. THE SOLE PURPOSE OF THIS PLAN IS TO PROVIDE A MINOR LOT LINE ADJUSTMENT BETWEEN TWO PARCELS SHOWN ON PLAN REFERENCE No.4.
- UNDERGROUND UTILITIES DISCLAIMER:** ANY UNDERGROUND UTILITIES, STRUCTURES, AND FACILITIES HAVE BEEN PLOTTED BASED ON PLAN REFERENCE No.1. THEIR EXISTENCE AND LOCATIONS MUST BE CONSIDERED APPROXIMATE. OTHER UNDERGROUND UTILITIES MAY EXIST THAT WERE UNKNOWN OR NOT INVESTIGATED AT THE TIME OF SURVEY. ALL UTILITY SIZES AND LOCATIONS MUST BE VERIFIED PRIOR TO ANY CONSTRUCTION. CALL DIG-SAFE BEFORE DIGGING.
- TAX MAP 45 LOT 183 IS BENEFITED BY A 16 FOOT WIDE RIGHT OF WAY OVER TAX MAP 45, LOT 186 PER DEED BOOK 38, PAGE 164.
- THE SOUTHERN AND SOUTH EASTERN PROPERTY LINES OF THIS TRACT OF LAND ARE BASED ON LOT LINE ADJUSTMENTS WITH TAX MAP 45-186.
- PARCEL A TO BE ANNEXED TO PARCEL [45-186]. PARCEL B TO BE ANNEXED TO PARCEL [45-183].
- TAX MAP 45, LOT 187 IS BENEFITED BY A RIGHT OF WAY OVER A STRIP OF LAND AND THE RIGHT TO MAINTAIN STAIRS ON THE NORTHERLY SIDE OF THE BUILDING PER DEED BOOK 39, PAGE 40.

Graphic Scale



Certification

THIS SURVEY AND PLAT WERE PRODUCED BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND IS BASED ON INFORMATION RECORDED AT THE HARTFORD TOWN CLERKS OFFICE AS REFERENCED HEREON, INFORMATION PROVIDED BY THE CLIENT, AND PHYSICAL EVIDENCE FOUND.



Lot Line Adjustment

BETWEEN LANDS OF
Happy Enchilada, LLC
Tax Map 45 Lot 183 ~ Book 630, Page 79
70 Gates Street, Windsor County, Vermont

AND LANDS OF
RJR White River Junction, LLC
Tax Map 45 Lot 186 ~ Book 507, Page 325
87 South Main Street, Windsor County, Vermont

Surveyed (See Notes) Plan prepared 05/13/2026
Project No. H26-005 Cad File No. H26-005 Site.dwg

Huntley Survey & Design, PLLC

NH & VT Land Surveying * Wetlands * NH Septic System Design
659 West Road, Temple, NH 03084
(603) 924-1669 russ@huntleysurvey.com

THIS PLAT IS APPROVED SUBJECT TO THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND DECISIONS FOR THIS LOT LINE ADJUSTMENT, A COPY OF WHICH IS ON FILE IN THE HARTFORD DEPARTMENT OF PLANNING AND DEVELOPMENT SERVICES.

APPROVAL No. _____ HARTFORD PLANNING COMMISSION
DATE: _____ BY: _____
CHAIRPERSON/VICE CHAIRPERSON

NO.	DATE	REVISION	BY
1	6/9/2026	Misc edits per Town review	RJH



Huntley Survey & Design, PLLC

New Hampshire & Vermont - Land Surveying * Wetlands Delineation & Permitting * Septic System Design

June 15, 2026

Russell Huntley
Huntley Survey & Design, PLLC
659 West Road
Temple, NH 03084

Jo-Ann Ells
Zoning Administrator
Department of Planning & Development
Town of Hartford, Vermont
171 Bridge Street
White River Junction, VT 05001

Re: Additional Monumentation Requirements – Lot Line Adjustment between The Happy Enchilada, LLC and RJR White River Junction, LLC

Dear Jo-Ann,

I am writing regarding additional monumentation associated with the proposed lot line adjustment between lands of The Happy Enchilada, LLC and lands of RJR White River Junction, LLC.

While the plan does not depict a proposed property marker between Parcels 45-183 and 45-185 along the right-of-way crossing Parcel 45-182, the location of that corner is already well established and recoverable from existing survey evidence. Specifically, the corner is referenced by an existing railroad spike located 63.24 feet southerly along the right-of-way, a 3/8-inch iron pin located 29.03 feet easterly, and geometrically by the flush capped rebar marked “SVE” located 7.59 feet southerly of the iron pin, together with the other monuments and record evidence shown on the plan.

Because the corner is already perpetuated by existing monumentation and no boundary uncertainty exists at this location, we do not believe additional field survey work or monumentation is necessary to accurately define the parcel limits affected by the proposed lot line adjustment.

Additional survey work or monumentation was neither requested by the applicant nor included within the scope of services authorized by The Happy Enchilada, LLC.

Sincerely,

Russell Huntley, LLS #877
Huntley Survey & Design, PLLC

659 West Road, Temple, New Hampshire 03084 * (603) 924-1669 Office * (603) 381-3227 Cell

Email: Russ@huntleysurvey.com

\\Hsd\hsd\Projects\2026 Projects\H26-005 Pollard Bndy review\2026-06-15 H26-005 Additional monumentation letter.docx

Memorandum - The Filling Station Boundary Line Adjustment

June 9th, 2026

Town of Hartford
171 Bridge St
White River Junction, VT 05001

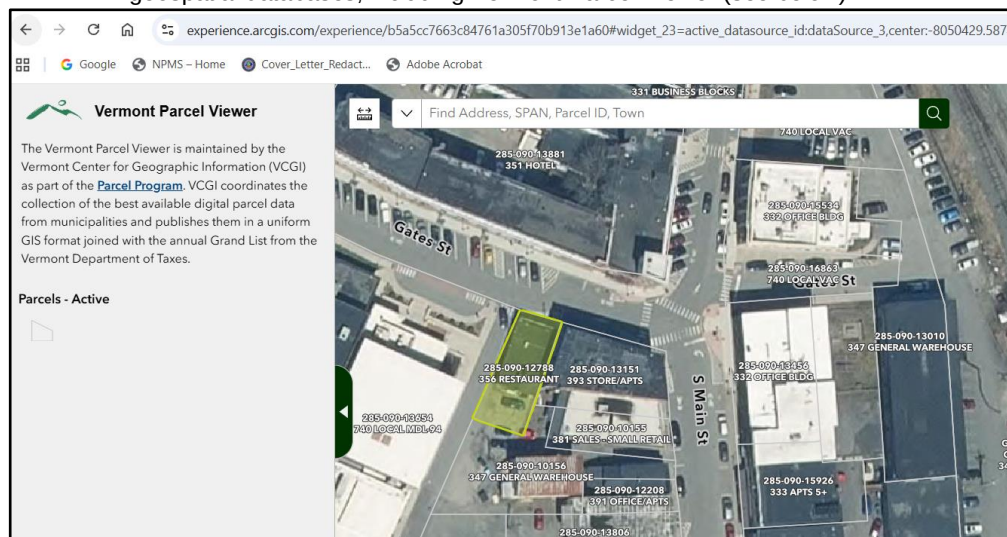
Attn: Jo-Ann Ells, Zoning Administrator

Re: The Filling Station Renovation #1, 70 Gates St

Dear Ms. Ells,

Thank you for your quick review and response to our Boundary Line Adjustment request dated 6/1/26. I am attaching an updated application to address your feedback. Short answers to your questions / comments below:

1. The Applicants will comply with state and local permitting requirements for the Boundary Line Adjustment.
2. The Applicants understand a Zoning Permit application must be filed within 180 days of the written decision of the Planning Commission.
 - a. The Applicants request a waiver by Commission pursuant to §200-30 as it relates to new monuments and the letter requirement described in §200-27. The basis for this request is as follows:
 - i. Article VII §200-38, the definition of “Subdivision” refers to a “division of a lot or parcel of land held individually, in common or jointly, into two or more lots, plats, sites or other division of land or boundary line adjustments, or any change of a recorded plat or any such change if it affects any map, plan, or conditions recorded in association with the recorded plat.”
 - ii. This definition largely rests on the premise that there exists recorded plats for a given subject parcel or subdivision. As it relates to the 70 Gates St parcel [45-183], this application is the first Preliminary Subdivision Plat or proposed Final Plat provided to the Town. Because the surrounding lots have submitted, secured approval for, and recorded final plats, 70 Gates St is in the position of having to largely accept its neighbors’ surveys and recorded boundaries, despite some uncertainty as to the precision of some of those recorded boundaries. To take action otherwise would be cost prohibitive for a building and business that has been used as a community restaurant / bar for the better part of 100 years– and not at all consistent with the business’ intent to be a ‘neighborly’ community establishment.
 - iii. In reviewing Happy Enchilada, LLC’s deeded boundary descriptions, 70 Gates’ deed most reflects the historically accepted and functional boundaries, as shown by available desktop geospatial databases, including Vermont Parcel Viewer (see below):



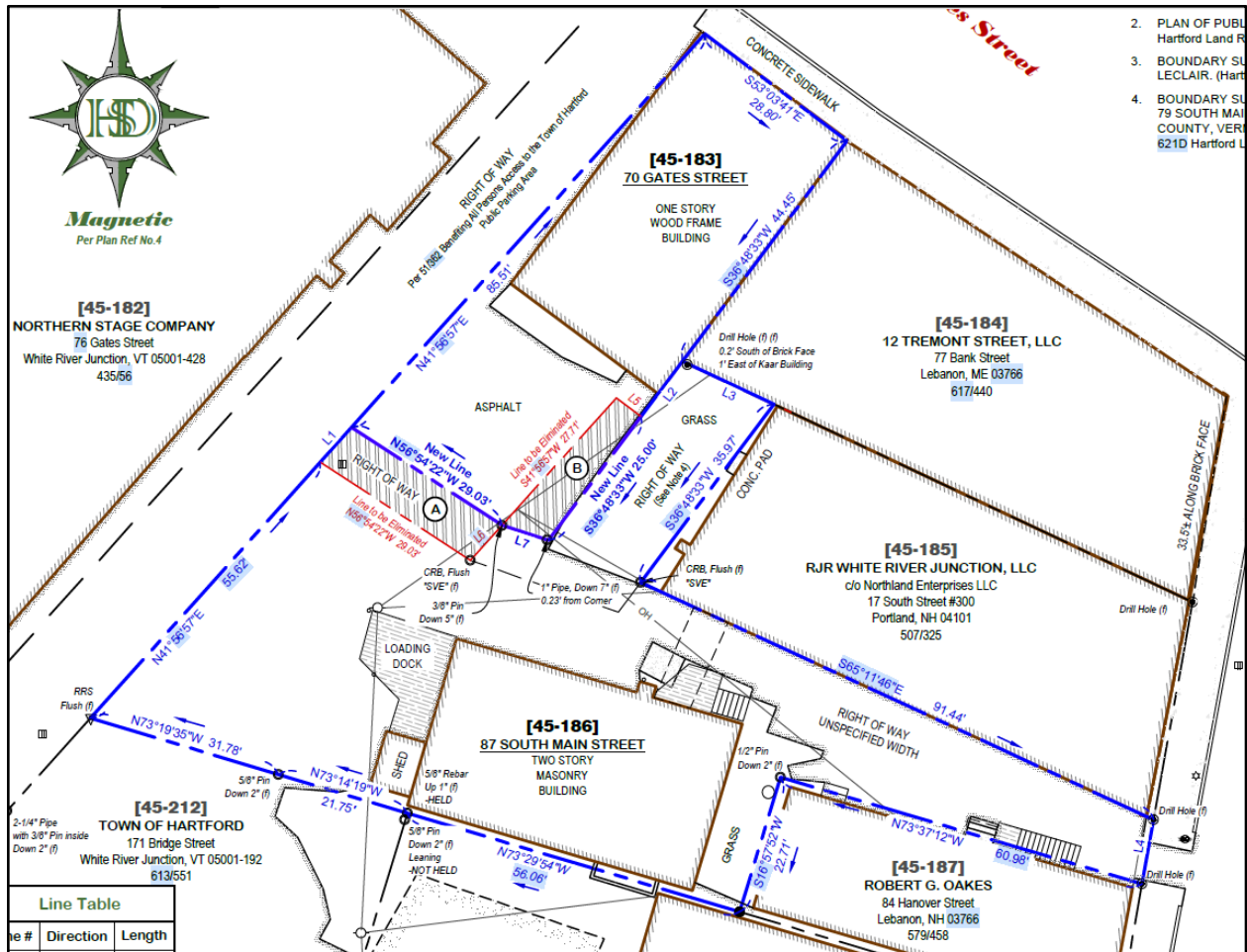
Memorandum - The Filling Station Boundary Line Adjustment

- iv. However, in preparing for infrastructure improvements behind the building, Happy Enchilada, LLC reviewed its neighbors' recorded plats to confirm alignment, not suspecting any material difference between the recorded plats and available desktop data. After review, it was found 87 S. Main's [45-186] 2012 recorded plat and deed description differ from 70 Gates [45-183], as shown below:



- v. In working with Russ Huntley (who managed SVE Associates' survey division prior to acquiring it for his firm, Huntley Associates), the discrepancy was validated.
- vi. Due to the lack of consistency between the deed descriptions, their lack of alignment with historic and current practice, and general neighborly good faith, RJR White River Junction, LLC and Happy Enchilada, LLC agreed that the boundary lines needed to be amended to reflect practical boundaries, generally along the boundaries reflected in desktop databases as shown in the plat provided as part of this Application, also shown below:

Memorandum - The Filling Station Boundary Line Adjustment



- vii. Per the original Application dated June 1st, the boundaries are proposed to be adjusted to 'trade' 163 sq. ft. of land 'deeded' to RJR White River Junction, LLC (see "B" area) to Happy Enchilada, LLC in return for 218 sq. ft. of land 'deeded' to Happy Enchilada, LLC (see 'A' area), the latter of which being encumbered by easements in favor of RJR White River Junction, LLC properties.
- viii. The proposed boundaries are bounded by existing monuments, or easily traced by those existing boundary lines and monuments.
- ix. Pursuant to §200-30, the Commission is authorized to waive requirements, including survey monuments as characterized in §200-27, provided that the Commission determines that: i) "the requirement is not requisite in the interest of public health, safety, and general welfare, or ii) the requirements is inappropriate due to the inadequacy of lack of connecting facilities adjacent to or in proximity to the subdivision, and iii) the waiver will not have the effect of nullifying the intent and purpose of these regulations, the Hartford Master Plan and/or other Town bylaws and ordinances in effect.
- x. Therefore, the Applicants propose that creation of new monuments is not necessary and qualifies for a waiver under criteria (i) and (iii), in that they are not requisite in the interest of public health, safety, and general welfare and not have the effect of nullifying the intent and purpose of any known regulations, bylaws, and ordinances in effect. The Applicants kindly request a waiver against new monuments and the letter documentation from the surveyor as described in §200-27.

3. Please find an updated Application Form attached with the requested changes.
4. Please find an updated survey attached with the requested changes.

Memorandum - The Filling Station Boundary Line Adjustment

5. Acknowledging receipt of your recommendation.
6. Confirming a new email will be provided with updated application materials.
7. Confirming 8 copies of all application materials will be printed and provided in person.

I look forward to presenting this project to you and the Planning Commission. Should you have any questions or concerns before then, please do not hesitate to contact me at jessepollard@gmail.com or 407-340-2236.

Sincerely,
Signed by:


Jesse Pollard

25AFC17742T34B8...
Jesse Pollard
Owner, Happy Enchilada, LLC

Memorandum

To: Jesse Pollard and Ellen Thompson
Cc: Russ Huntley
From: Jo-Ann Ells, Hartford Zoning Administrator
Date: June 3, 2026
Re: Boundary Line Adjustment

Please submit a response to the following comments/questions on your application for a boundary line adjustment before **9:00 a.m., Wednesday, June 10, 2026**. 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 \(vermont.gov\)](https://www.vermont.gov/dec) and going to the "Permit Navigator Tool" [Permit Navigator \(force.com\)](https://permitnavigator.force.com)

If further assistance is needed, please contact the Community Assistance Specialist for our area: Halle Harklau, Halle.Harklau@vermont.gov

2. Please confirm that you understand that to finalize any approval you must submit a complete Zoning Permit application within 180 days of the written decision of the Planning Commission, or the decision will be null and void.

A complete application includes:

- An application for a Zoning Permit
- Application fee

- A letter from your surveyor certifying that the monuments have been set according to the locations identified on the approved survey plat
 - Documentation outlining how any conditions of the Planning Commission's approval have been met
 - A Mylar
3. Please make the following edits to the application form:
- Delete Happy Enchilada's information from item #2 and provide RJR White River Junction LLC's (RJR) information.
 - Add RJR's information to items #4 and #5.
 - Leave items #10-15 blank.
4. Please respond to the following comments/questions regarding the survey:
- Please change "Portland NH" to "Portland ME" for lot 45-185.
 - Please change "Lebanon ME" to "Lebanon NH" for lot 45-184.
 - Is "Plan Reference No. 1" correct in note #2?
 - Please clarify "Subject Parcel" in note #4.
 - Should survey note #6 from the 2012 SVE survey be included on the new survey?
5. I believe new quitclaim deeds should be executed and recorded after this application is approved by the Planning Commission and finalized by the issuance of a Zoning Permit and recording of a Mylar. Please discuss with your attorney(s).
6. Please send me a new single email with all application materials, revised as necessary, including your response to this memo.
7. Please submit 8 copies of all application materials, including your response to this memo.

PLEASE NOTE: The Town of Hartford is aware of a email scam targeting Planning Commission applicants/consultants falsely claiming to be from the Town. The email threatens that non-payment will affect the application.

The scam email includes a fake invoice requesting a wire transfer payment.

If you receive an email, please:

Do **NOT** click on/open any links or attachments.

Do **NOT** forward the email to me or the town.

Please call me. (802) 478-1117

Memorandum - The Filling Station Boundary Line Adjustment

June 1st, 2026

Town of Hartford
171 Bridge St
White River Junction, VT 05001

Attn: Jo-Ann Ells, Zoning Administrator

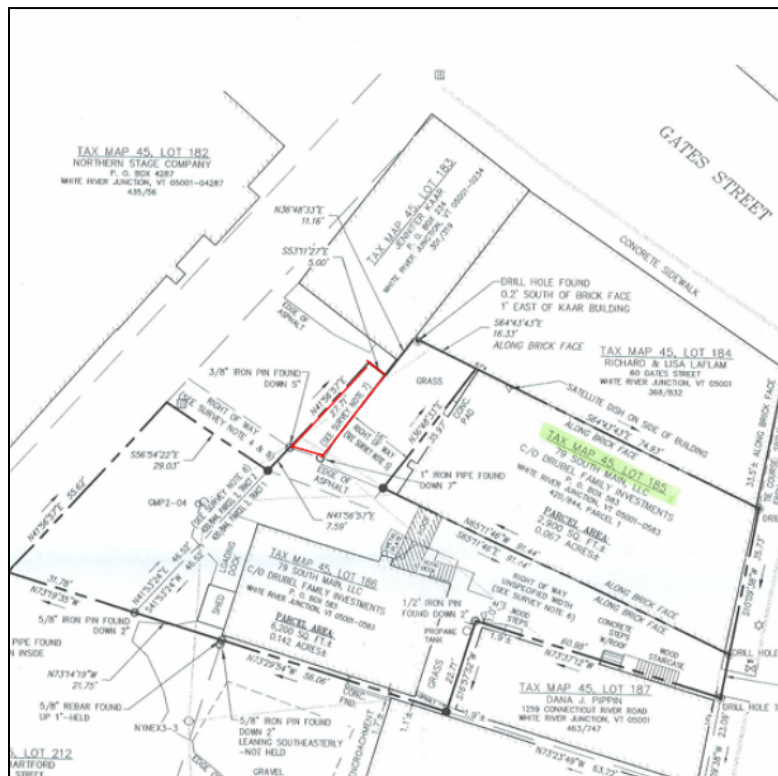
Re: The Filling Station Boundary Line Adjustment

Dear Ms. Ells,

Thank you for your time these last few months helping The Filling Station on our various plans and projects. We are prepared to move forward with our second request, a boundary line adjustment with our neighbors, RJR White River Junction LLC.

As the Filling Station progressed its plans to eventually build out an outdoor consumption space, it became clear that the property description in the deed for 70 Gates St did not match those of our neighbors. This stems from the properties being owned by the same owner many years ago. The area of concern can be found in a survey provided by RJR White River Junction LLC to the Town of Hartford in 2012 identifying a 163 sq. ft. area (**Figure 1**).

Figure 1: SVE Associates Survey - 87 S. Main Survey (2012)

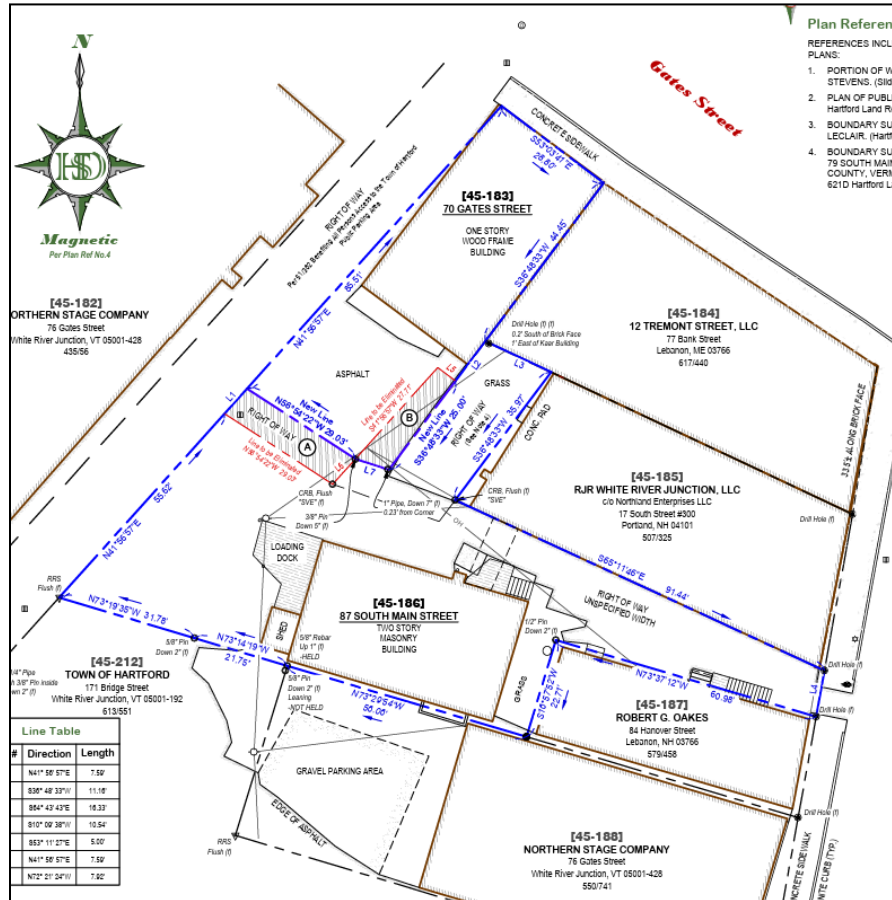


Happy Enchilada, LLC coordinated with RJR White River Junction LLC to clean up our respective deeds, proposing to 'trade' the 163 sq. ft. area for a 218 sq. ft. area encumbered by an easement favoring RJR White River Junction LLC. While this 218 sq. ft. property was owned by Happy Enchilada, LLC, it was functionally used by RJR White River Junction LLC tenants in a manner which essentially prohibited Happy Enchilada, LLC from using the property.

Memorandum - The Filling Station Boundary Line Adjustment

Therefore, RJR White River Junction LLC and Happy Enchilada, LLC have agreed to a lot line adjustment reflected in **Figure 2** below. The survey provided here is by Huntley Survey & Design, a firm / individual who supported the 2012 survey and acquired the survey business from SVE Associates.

Figure 2; Huntley Survey & Design Lot Line Adjustment Representation



The request is to approve the transfer of lands represented by "A" from Happy Enchilada, LLC to RJR White River Junction LLC, and the subsequent transfer of lands represented by "B" from RJR White River Junction LLC to Happy Enchilada, LLC.

Sincerely,

Signed by:

Jesse Pollard
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Jesse Pollard

Owner, Happy Enchilada, LLC