

HARTFORD PLANNING COMMISSION

August 10, 2026

Meeting Notice and Agenda

The Hartford Planning Commission will meet on Monday, August 10, 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/241708168373047?p=fGG9hKLqI4XsAoYqgh>

Meeting ID: 241 708 168 373 047

Passcode: ot9uB9fE

Dial in by phone

[+1 802-377-3677,,370021166#](tel:+18023773677370021166)

1(802) 377-3677

Phone conference ID: 370 021 166#

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. Zoning Administrator Update. 5. Act 250 Applications. 6. Town Plan Steering Committee update. 7. Regional Planning Commission update/Land Use Plan. 8. Climate Action Plan update. 9. Availability for the next Public Hearing.

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

1. Application #26-04 by Happy Enchilada, LLC (owner) and ASB, LLC d/b/a The Filling Station (applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for outdoor seating and related improvements, lot 45-0183-000, 70 Gates Street, White River Junction, in CB and Design Review Districts.

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
August 10, 2026**

1. Public Comment
2. Zoning Administrator Update
 - FY 1995- 2026 Zoning Permits
 - FY 2000-2026 Zoning Board of Adjustment Applications
3. Minutes

July 6, 2026
4. Administrative Permits
 - Holiday Drive- convert office to salon
5. Act 250 Applications

None
6. Town Plan Steering Committee update (Bruce)
7. Regional Planning Commission update/Land Use Plan (Bruce)
8. Climate Action Plan update (John)
9. Availability for the next Public Hearing (October 5th)

**DRAFT
Minutes
Hartford Planning Commission
July 6, 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, Colin Butler, Dylan Kreis, and Jo-Ann Ells, Zoning Administrator

Absent: John Heath and Erik Krauss, Selectboard Liaison

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

Administrative Matters

1. Public Comment

In recognition of his long-range planning and leadership skills as the Hartford Planning Commission Chair and Climate Action Steering Team Chair, Peter Gregory, Executive Director, Two Rivers Ottauquechee Regional Planning Commission, presented John Reid with the Commission's 2026 Volunteer of the Year Award.

2. Minutes

Dillon Bianchi moved to approve the minutes of June 1, 2026. Colin Butler seconded, and the motion passed unanimously.

3. Administrative Permits

Jo-Ann Ells reviewed the following 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

None

2. 07-06-26

6. Regional Planning Commission update/Land Use Plan

Upcoming meetings regarding the Land Use Plan were noted.

7. Climate Action Plan update

John Reid shared that the Climate Action Steering Committee and Energy Committee conducted a survey to determine people's preferences for notification of emergencies.

8. Availability for the next Public Hearing

It was noted that the Commission's next Hearing is scheduled for August 10, 2026.

All Commissioners anticipated attending.

Public Hearing

John Reid opened the Public Hearing and administered the oath.

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.

Jesse Pollard, Happy Enchilada, LLC was present.

Jesse Pollard explained the request for a waiver from setting a new monument.

It was noted that the purpose of the application was to clean up discrepancies in the deeds.

Colin Butler requested that the Mylar reflect the name of the owner of lots 45-183-000 and 45-0186-000 on the building/lot label and the location of the flush capped rebar marked "SVE" as referenced in Finding #12.

There was no public comment.

Colin Butler moved to close the Public Hearing. Dylan Kreis seconded, and the Public Hearing was closed.

Dillon Bianchi moved to approve the application with the requested changes. Colin Butler seconded, and the motion passed unanimously.

Adjournment

At 6:50 p.m., Dillon Bianchi moved to adjourn. John Reid seconded, and the Hearing was

3. 07-06-26

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

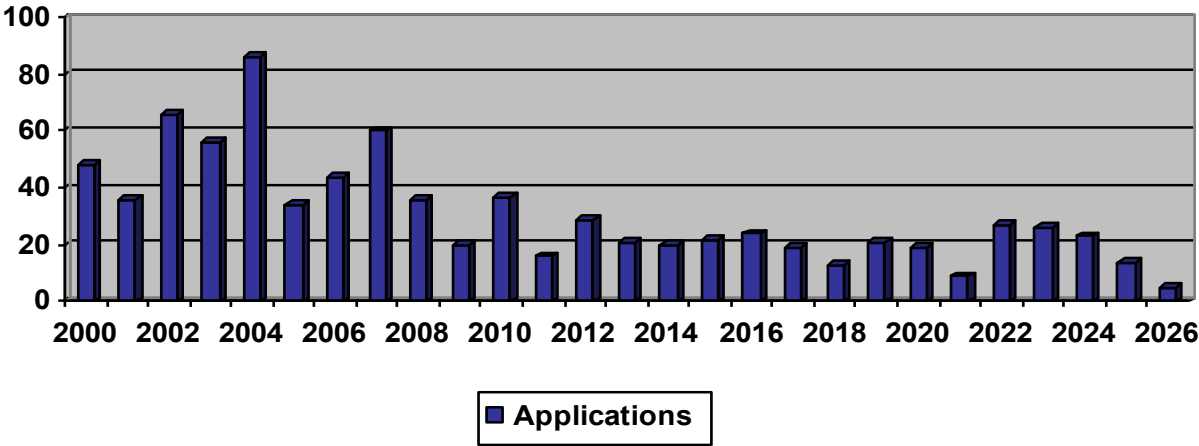
Bruce Riddle 02-03-28

Dillon Bianchi 09-01-28

Dylan Kreis 06-22-29

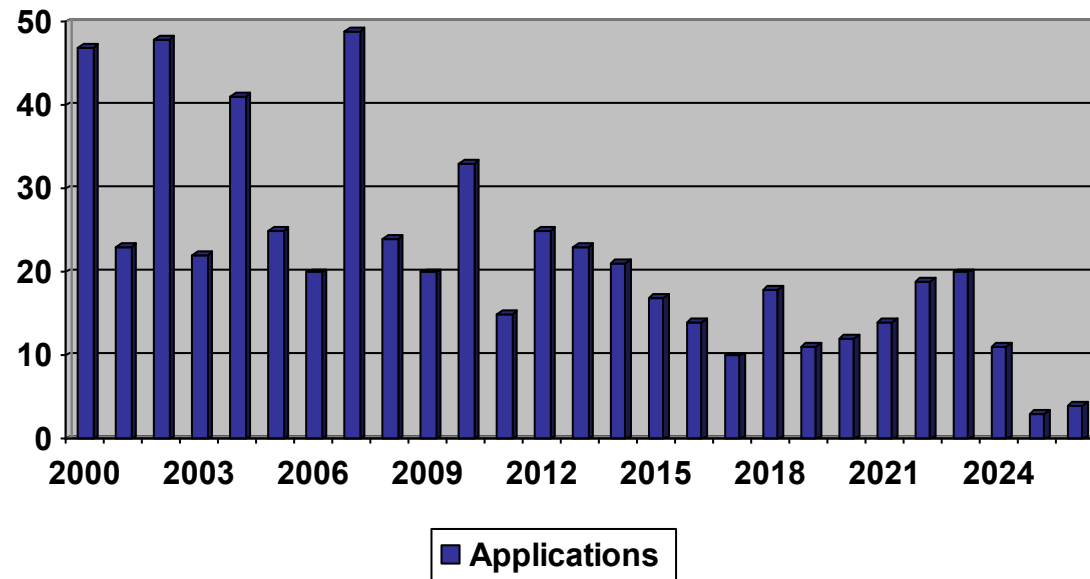
**Planngng Commission Application
Fiscal Year 2000-2026**

Fiscal	Number
Year	Applications
2000	48
2001	36
2002	66
2003	56
2004	86
2005	34
2006	44
2007	60
2008	36
2009	20
2010	37
2011	16
2012	29
2013	21
2014	20
2015	22
2016	24
2017	19
2018	13
2019	21
2020	19
2021	9
2022	27
2023	26
2024	23
2025	14
2026	5



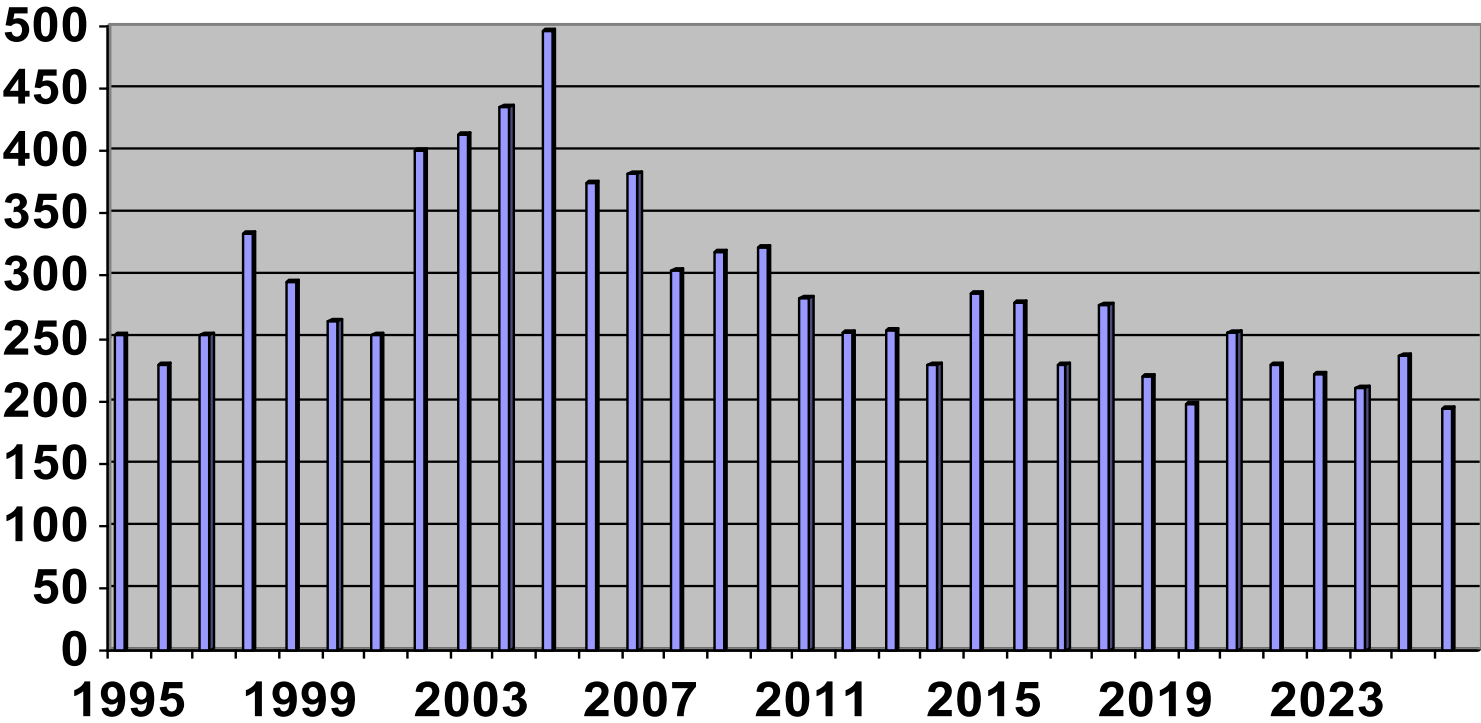
**ZONING BOARD OF ADJUSTMENT
APPLICATIONS FY 2000-2026**

Fiscal Year	# Applications
2000	47
2001	23
2002	48
2003	22
2004	41
2005	25
2006	20
2007	49
2008	24
2009	20
2010	33
2011	15
2012	25
2013	23
2014	21
2015	17
2016	14
2017	10
2018	18
2019	11
2020	12
2021	14
2022	19
2023	20
2024	11
2025	3
2026	4



ZONING PERMITS
FY 1995 ~ 2026

Fiscal Year	# Permits
1995	253
1996	229
1997	253
1998	334
1999	295
2000	263
2001	252
2002	400
2003	412
2004	434
2005	496
2006	374
2007	382
2008	304
2009	319
2010	323
2011	283
2012	255
2013	257
2014	228
2015	285
2016	278
2017	229
2018	277
2019	220
2020	197
2021	254
2022	228
2023	221
2024	211
2025	237
2026	194



Seasonal Patio Outdoor Consumption Application Cover Letter

The Filling Station respectfully requests local approval for a seasonal outside consumption area at 70 Gates Street, White River Junction. We appreciate your consideration and are excited to bring a vibrant and compliant addition to downtown White River Junction's bar scene!

Gratefully,

Anna Guenther

ASB LLC d/b/a The Filling Station, 70 Gates St, WRJ, VT

(802) 280-5547

TheFillingStationWRJ@gmail.com

Attachments

- (a) Town Application
- (b) Project narrative detail
- (c) Patio drawing and blown up detail
- (d) Photos of materials to be used
- (e) Google Earth Snapshot of patio area with photos of adjacent lot/properties
- (f) Door/ramp representation (already permitted)

Outside Consumption Permit Description - Summary Detail

Licensee: ASB LLC d/b/a The Filling Station

Business Location: 70 Gates St, White River Junction, VT 05001

Description of Outside Area: Approx. 20'×20' outdoor seating and standing area located fully on private property on asphalt currently used for parking. The patio will be bounded by a 20' ramp to the west, the 70 Gates bar building to the north, and on the south and east borders, contiguous planter boxes connected with white picket vinyl fence panels and holding 8' tall wooden posts with string fence lighting. These four boundaries create a continuous perimeter with one single monitored entry to the patio, the newly installed door. An adjacent employee-only door provides quick service access to the patio. Seating will be provided by up to 3 picnic tables and 6 adirondack chairs. The boundary will be visually open, with no new structural fencing besides 1 wooden picket privacy panel to shield the trash and recycling on the east border with RJR Properties/Planned Parenthood staff entrance. **If direct pedestrian access to the patio area or entry to the bar via the patio is sought, it will be in the future in a separate appeal/application.**

Outside Consumption Hours: 3:00pm – 10:00pm daily, with staff authority to close the patio for weather, crowd control, or any reason as determined by the bar manager on shift.

Physical Barriers: Planter whiskey barrels (2'×2') linked by vinyl white picket fencing, a 20' ramp, and the building itself. One wooden privacy panel, 6' long x 6' high, along the east boundary to protect the Planned Parenthood staff entrance and to use as a screen for trash, recycling, and a staff bussing station.

Purpose:

- Provide a safe, small seasonal patio for food and beverage service.
- Encourage community use of downtown space by relocating employee parking to public lots.
- Beautify the site with planters and seasonal greenery while maintaining walkability.

Scope of Work:

- No ROW encroachment, all improvements setback 4' or more from the property line.
- No façade alteration
- Impermanent planters, fencing, and signage only.
- Lighting includes seasonal string lights, solar motion-activated downward facing lights attached to the building, and a nearby town light pole.

Application to the Town of Hartford — Project Narrative Outdoor Consumption Area ("The Filling Station Patio") Submitted by ASB, LLC (operator) and Happy Enchilada, LLC (property owner)

1. Project Overview

This is an application for an outdoor seating area ("the Patio") to the rear/south of the existing building at 70 Gates Street. This is the "subsequent application" for an outdoor serving area referenced in the Design Review Committee Application submitted by Happy Enchilada, LLC on April 17, 2026 for the rear egress, ADA ramp, and associated improvements to the building.

The already permitted rear egress and ADA-accessible ramp are proceeding under the April 2026 approval and are anticipated to be constructed within the coming month. **This application does not alter that scope; it is for the use of the adjacent outdoor area.**

2. Description of the Outdoor Area

The Patio will be on an asphalt parking area approximately 32 feet wide by 30 feet long total size. It is located behind (to the south of) the main building. The defined seating area will be setback to create a 20x20 outdoor seating area. Its boundaries are defined by:

- The newly permitted rear ADA ramp on one side; (west boundary)
- The south side of the bar building; and (north boundary)
- Two temporary, movable barriers on the remaining sides, constructed of whiskey-barrel planters and white vinyl picket fencing. (east and south boundaries)
 - Whiskey barrel planters with wooden posts and string lighting will define the east and south boundaries.
 - A 6'x6' picketed privacy fence panel will be temporarily erected along the eastern boundary.
- The patio is bounded by outdoor string bulb lighting, and is additionally lit by motion-activated 2500lm lights, and nearby town light poles.
- The patio will have (3) picnic tables, (6) adirondack chairs, and space for standing/mingling.

The patio space is set back by 4+ feet from all boundaries. There is no ROW encroachment. If the patio is opened up for direct pedestrian access as a second entryway to the bar, that will happen in a separate phase with a separate application. This application is for a "backyard" style patio where customers still enter the property through the front door on Gates Street.

These barriers are moveable and non-structural. They serve to visually define the outdoor seating area, to screen off the trash and recycling from general view, and to guide patrons movement, consistent with Vermont Dept. of Liquor and Lottery requirements for a delineated outdoor service area. They are not permanent construction, do not alter grading or the building, and do not obstruct egress: patrons can freely exit the area in all directions in the event of an emergency.

3. Proposed Use and Service Model

The service model for the Patio is unchanged from The Filling Station's existing, permitted operation. The Patio functions as an ancillary outdoor area — effectively a "backyard" extension of the existing bar business — rather than as a second point of public entry. Orders will continue to be taken primarily at the interior bar, consistent with current operations.

- A floating kitchen/bar staff member will additionally carry food and take orders in the Patio area whenever it is open, monitoring the crowd even if no orders are being taken outdoors. They will use a small service station positioned behind the single privacy fence panel. The patio is visible to staff from inside the kitchen.

- Hours of outdoor use will not exceed the business's existing operating hours; the patio's use will be limited to 10pm in alignment with downtown noise ordinances and the character of the neighborhood. This means the patio, when open, will be open from 3-10pm.
 - Bar staff will have the authority to close the patio due to weather, staff constraints, customer behavior, or any reason at their discretion.
- Entry into the patio space will be limited to entering through the bar - a single, continuously monitored entryway. All outdoor consumption areas are within line of sight of the floating kitchen/bar staff assigned to the patio that shift. A staff-only door in the NE corner provides staff quick access to the patio.
- Clear entry, exit, and "no alcohol beyond this point" signage will be posted at the door as well as on the temporary fence boundary.
- No new public entrance or change to the primary entry/exit flow is proposed. The front door on Gates Street remains the primary public entrance and exit for the business.

Regarding the rear door and ramp: while these improvements *may* in the future provide a second ADA-accessible public entrance, under this Phase 1 proposal they function solely as access and egress between the interior and the outdoor consumption area. The indoor consumption area CO (45) will remain and the outdoor application will be for (16) seats to stay at the permitted 61 total. **Any future change to that entry function, like using it as a second public entrance, or occupancy totals would be addressed through a subsequent appeal/application as required by the town and Fire Marshall.**

4. Consistency with Prior Approvals and Design Review

This proposal introduces no new permanent structures, no exterior building alterations beyond those already approved in April 2026, no hardwired lighting, no grading or land disturbance, and no change to water or sewer service. The barriers are movable and made of materials (wood-barrel planters, white vinyl picket fencing, wooden privacy panel) compatible with the surrounding streetscape. The proposed use is consistent with the existing permitted use of the property as a bar/restaurant.

5. Hartford Zoning Regulations | 260-46 section 11

Design Criteria

- (A) This patio project will enhance the building and lot's use by greening up asphalt area previously used for parking cars, moving the area towards a more human-centered design.
- (B) Using wood posts, wood-imitation whiskey barrel planters, and white picket fencing matches other downtown seating areas (Redcan, River Roost) and sticks to basic and natural colors and finishes.
- (C) The project is not developing a new building nor addition. The temporary seating and barriers will be set back at least 4 feet, in some cases more, from the lot lines, and fit within the scale of the one-story building.
- (D) String lighting provides charming ambiance and the additional wall-mounted, shielded, downward facing lights offer a safe visibility. Additional lighting from town light poles keeps the areas around the patio well-lit and visible. Lighting is limited to solar lighting — no new hardwired electrical service -- and directed at the patio area only. Combined with the existing town pole lighting nearby, this provides safe visibility while keeping the installation impermanent, low-impact, and consistent with downtown lighting.
- (E) The seating area is behind the building and is not visible from Gates Street, so the project makes no changes to the street-facing façade, entrances, or signage. It is partly visible from the Northern Stage sidewalk and the right-of-way to the municipal lot; from those vantage points, the seasonal whiskey-barrel planters and low picket fencing are consistent with the informal rear-lot character of the block and will add greenery to the shared pedestrian route. All elements are movable and fully removable at season's end, leaving the streetscape unchanged.
- (F) N/A - The area is currently all asphalt/pavement with no vegetation. This project will introduce container-bound vegetation.

- (G) This project encourages people, including employees, to park in the municipal lot and walk to Gates St. Although not yet used as an entrance, the addition of an ADA ramp and door gives us the opportunity to offer an ADA entrance/exit in future phases of use.
- (H) The project does not affect vehicular travel around it, and pedestrian access to the building remains directed to the front door on Gates st.
- (I) This patio proposal does not alter the details of the building, including window, door, and trim. It is comprised of temporary seating and boundaries without making new changes to the building.



Graphic Scale



1" = 16'

Owner: Happy Enchilada, LLC

Tax Map 45 Lot 183 ~ Book 630, Page 79
70 Gates Street, Windsor
County, Vermont

Applicant: ASB, LLC
70 Gates Street, Windsor
County, Vermont

Prepared 7/1 by Anna Guenther
40 Chellis st WRJ VT

PATIO KEY

Materials detailed descriptions
in application

- 2' Barrel planters
- 6x3.5' vinyl picket fence
- Adirondack chairs
- Wall Mounted Lights
- Wooden Privacy panel
- Trash and Recycling

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

[45-183]
70 GATES STREET
ONE STORY WOOD FRAME
BUILDING
Happy Enchilada LLC

[45-184]
12 TREMONT STREET, LLC
77 Bank Street
Lebanon, NH 03766
617/440

[45-185]
RJR WHITERIVERJUNCTION, LLC
c/o Northland Enterprises LLC
17 South Street #300
Portland, ME 04101
507/325

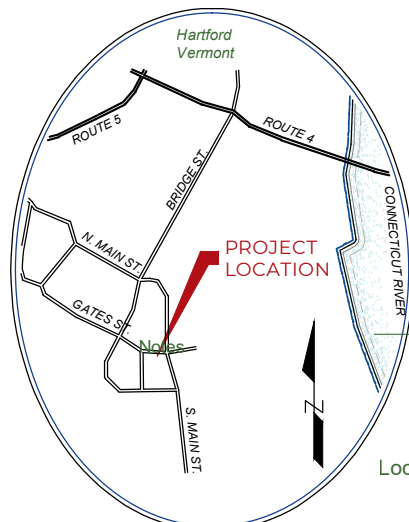
[45-186]
87 SOUTH MAIN STREET
TWO STORY MASONRY
BUILDING
RJR WHITERIVERJUNCTION, LLC
c/o Northland Enterprises LLC

[45-187]
ROBERT G. OAKES
84 Hanover Street
Lebanon, NH 03766
579/458

Line Table		
Line #	Direction	Length
L1	N41°56'57"E	7.59'
L	S36°48'33"W	11.16'
2	S64°43'43"E	16.33'
L	S10°09'38"W	10.54'
3	S53°11'27"E	5.00'
L	N41°56'57"E	7.59'
4	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



Locus Map

NOT TO SCALE

South Main Street
See Survey Note 3

N

PATIO KEY

Materials detailed descriptions
in application



2' Barrel planters



6'x3.5' vinyl picket fence



Adirondack chairs



Wall Mounted Lights



Wooden Privacy panel



trash, recycling

[45-183]

70 GATES STREET

RIGHT OF WAY

$N41^{\circ}56'57"E$

RAMP

ASPHALT

three 6' picnic
tables

privacy fence
panel

New Line
 $S36^{\circ}48'33"W 25.00'$

RIGHT OF WAY
 $S36^{\circ}48'33"W 35.97'$

Graphic Scale

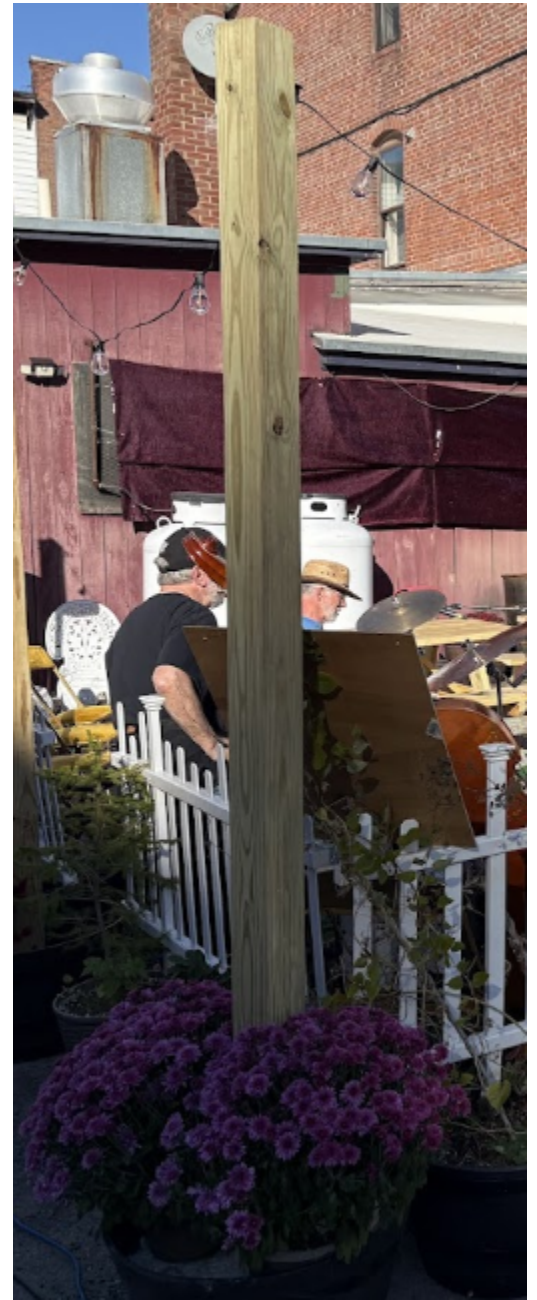
16 0 8 16 32

1" = 16'

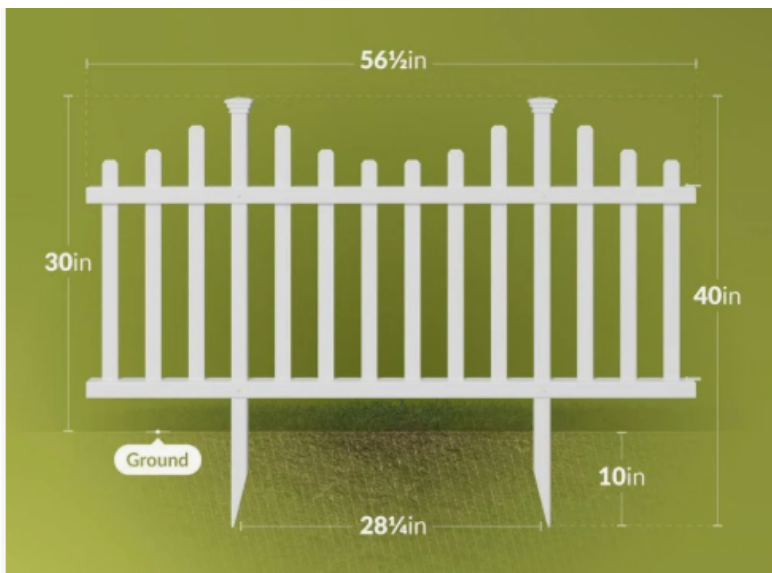
1. Single Privacy Panel Temporarily mounted on concrete-secured posts in moveable obscured containers
<https://www.homedepot.com/p/6-ft-x-8-ft-Spruce-Privacy-Flat-Top-Pointed-Stockade-Wood-Fence-Panel-118833/202054772>



2. Pressure Treated Wooden Post-in-Planter



3. White Picket Vinyl no-dig fencing



- (2) 2500 LM Solar Motion Activated Lighting mounted on building south wall

- (6) Adirondack Chairs



- (3) Picnic Tables



SAMPLE pop-up iterations fro Oct. 3, 2025 and June 13, 2026. Panels were makeshift secured for one-day-only; once permitted for seasonal use, we can secure and make uniform the assembled “fence” and planters.

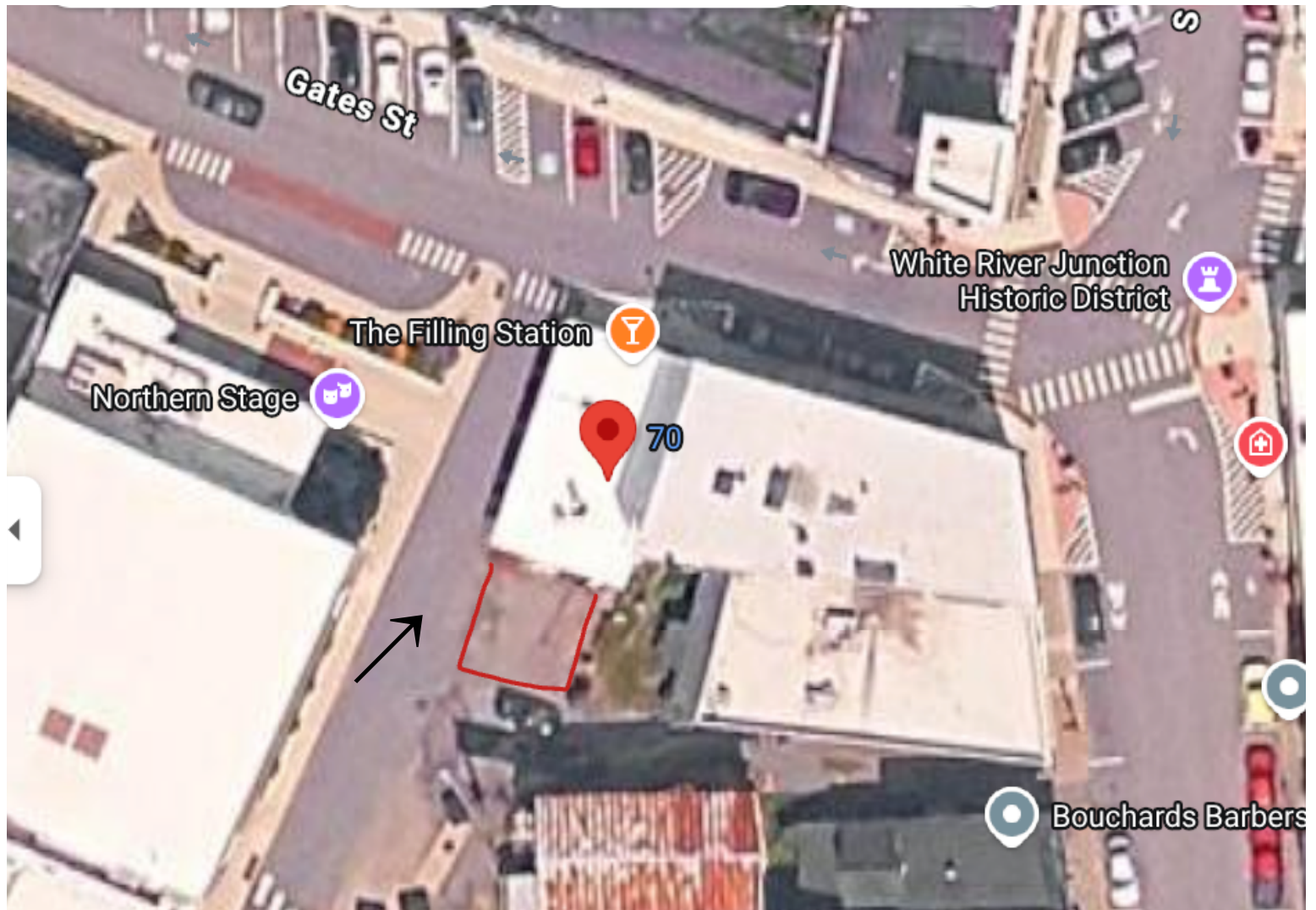
June 13, 2026:



October 3, 2025



Google Earth (proposed area outlined in RED)



Application to the Town of Hartford Design Review Committee

Exhibit B: Color Photographs of Building

From NE Looking SW via Gates:



From N looking S from Gates:



From SW Looking NW via Common ROW



From SW Looking NW View #2¹



Rear of Building Today²:



Rear of Building (2024):



¹ Note Town light fixture above property behind the building.

² Note to Applicant's knowledge, the lights were installed prior to acquiring the Property.

Application to the Town of Hartford Design Review Committee

Zoom-In of Rear (2024)



Application to the Town of Hartford Design Review Committee

Exhibit C: Photographs of Adjacent Buildings

Rear of 60 Gates & 79 S Main



Rear of 87 S Main



View of 76 Gates from Rear of Filling Station

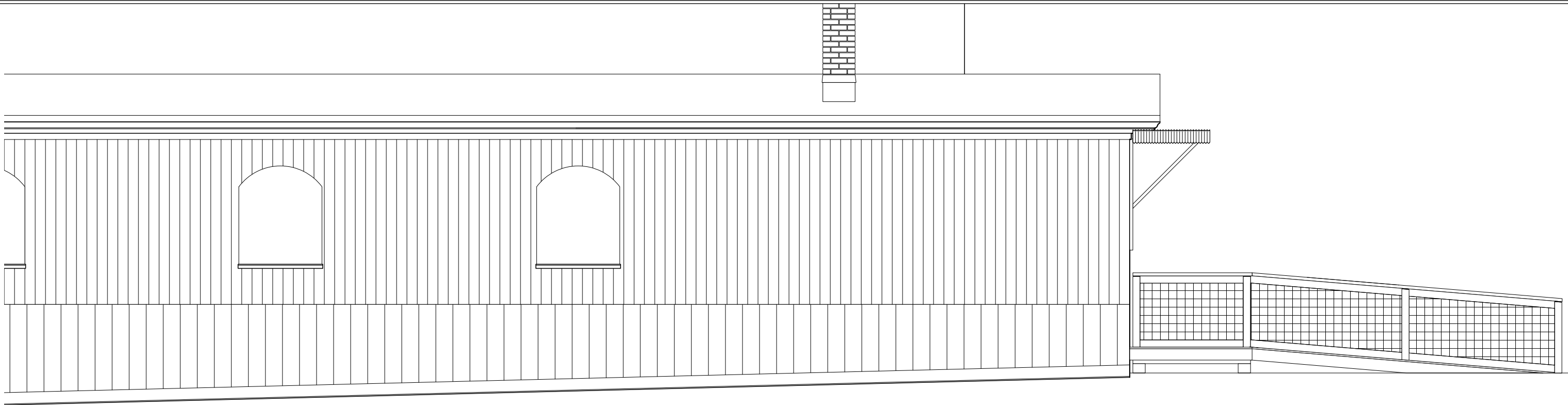


View of 76 Gates from Common ROW:



View of 93 S. Main Facade





1 **WEST ELEVATION**
Scale: 1/4" = 1'-0"



2 **SOUTH ELEVATION**
Scale: 1/4" = 1'-0"

Sheet Issued:		
2	04.17.26	JP/AG
1	04.14.26	RVW
No.	Date	Issue

THE FILLING STATION

PROPOSED ELEVATIONS

SVA Project No.:		DD-1
2503		
Drawn By:	Draft Date:	
SJB	260417	

Memorandum Response re:Outdoor Seating Received 7/8/26
Submitted by ASB LLC d/b/a The Filling Station

1. This additional seating area does not require any additional permits for the project as it does not raise the total occupancy of the lot above previously permitted numbers.
 - Per our ANR contact, if we stick to 61 total seats we do not need to re-evaluate our wastewater or other permits at this time.
 - I understand I must submit a complete Zoning Permit application within 6 months of the planning committee's decisions.
 - I acknowledge that this application assumes that the pending boundary line adjustment recently approved by the planning commission must be finalized.
2. Tom is aware of and in contact with us about this particular patio permit, and our other planning/zoning changes and future phases. Tom is ready to issue an outdoor CO for 16 outdoor seats, and indoor remains at 45.
3. This application is applying for 16 additional outdoor seats, without requesting changes to the indoor occupancy. In the future, the building owner Happy Enchilada may seek to increase the indoor occupancy due to a second egress - that is not part of this application, which is for 45 indoor and 16 outdoor seats.
4. 3 large trash/recycling containers will live behind the "privacy panel" during open hours, and all trash and recycling will be removed to the dumpsters shared by Northern Stage and The Filling Station. The privacy panel will serve as a visual partition from the trash and recycling.
5. Amended as requested - See updated map.
6. Fire Marshall is aware of parallel applications and changes; Applicant understands that we cannot use outdoor seating before obtaining a CO for Zoning Permit #2026-58, to complete the repair of the payment (contracted with Blaktop Inc. in West Lebanon). Happy Enchilada is coordinating the repair with our neighbors at Planned Parenthood. I acknowledge we must complete this contracted repair and we must submit written verification of the outdoor seating's completion in compliance with the Planning Commission decision.

14 Copies of the complete application, including:

- Application Form
- Project Narrative
- Memo Response
- Revised Site Plan
- Revised Site Plan Detail
- Photographs
- Google Earth Map

Memorandum

To: Anna Guenther
Cc: Jesse Pollard
From: Jo-Ann Ells
Date: July 8, 2026
Re: Outdoor Seating

Please submit a response to the following comments/questions on your application for outdoor seating before **9:00 a.m., Monday, July 13, 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.

This week I will send you an agenda for the July 16, 2026 Design Review Committee meeting. Prior to the August 10, 2026 Planning Commission Hearing, you will receive an agenda and draft Findings of Fact. 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, Halle.Harklau@vermont.gov

- Please confirm that you understand that to finalize an approval by the Planning Commission and before construction of the outdoor seating may commence, you must submit a complete Zoning Permit application. This must be done within 6 months 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 (this will be given to you after the Planning Commission Hearing)
- Application fee (\$50)
- Documentation outlining how any conditions of the Planning Commission's approval have been met
- Site plan and Site Plan Detail (revised if required)

In addition, the boundary line adjustment recently approved by the Planning Commission must be finalized.

2. If you have not done so already, please contact the Fire Marshal, Tom Peltier, to discuss Public Building Permit requirements. tpeltier@hartford-vt.org (802-299-7013).
3. Please clarify the proposed maximum number of indoor seats and outdoor seats.
4. Please describe how trash/recycling is handled.
5. Please amend the site plan and site plan detail:
 - To include the location (and screening) of any on site trash/recycling receptacles.
 - To include the name of the lot owner in the following text:

Lot (45-0183)
70 Gates Street
ONE STORY WOOD FRAME
BUILDING

Lot (45-0186)
87 South Main Street
TWO STORY
MASONRY
BUILDING

- Remove "L6" and "L7" from the site plan detail.
6. Before the outdoor seating may be used, you will need to obtain a Certificate of Occupancy (CO). Before a CO will be issued you need to:

- Obtain a CO for Zoning Permit #2026-58 (door, ramp, propane tank screening, lights, windows, and overhang).
 - Complete the repair of the pavement.
 - Submit written verification certifying that the outdoor seating was constructed in compliance with the Planning Commission decision.
7. Please send me a single email with all application materials (referenced below).
8. Please submit 14 copies of:
- Application form
 - Project narrative (revised if necessary)
 - Response to this memo
 - Revised site plan
 - Revised site plan detail
 - Photographs
 - Google Earth Map

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Draft
Meeting Minutes
Hartford WRJ Design Review Committee
July 16, 2026

Present: Denise Welch-May, Jonathan Schechtman, Sara Ferguson, Joan Ecker, Mary Erdei, Selectboard Liaison, and Jo-Ann Ells, Zoning Administrator

Denise opened the meeting by reading the hybrid meeting script and taking a roll call.

Application

1. Application by Happy Enchilada, LLC and ASB, LLC/The Filling Station for Design Review Approval for outdoor seating and related improvements, lot 45-0183-000, 70 Gates Street, White River Junction, in CB and Design Review Districts.

Anna Guenther was present in person and Jesse Pollard was present remotely.

Anna gave an overview of the project.

Anna noted that outside seating behind the building was a better and more attractive use than the current use (parking). She stated the area would be casual, that both food and beverages would be served outside, and that the proposed planters, fencing, tables and chairs, would all be moveable.

Denise asked about the number of proposed seats. Anna noted that there would be 16 seats outside and room for standing. Anna added that total occupancy would not exceed the Fire Marshall's limits.

There was a brief conversation about crowd control. Anna assured the Committee that staff was capable of addressing any issues.

Anna noted that the area would be lit from an existing street pole, two existing downlit wall packs, and proposed string lights.

There was no public comment.

Denise moved to recommend the Committee's approval to the Planning Commission. Sara seconded and the motion passed unanimously.

Administrative Matters

1. Minutes

Denise moved to approve the minutes of May 28, 2026. Joan seconded, and the motion passed unanimously.

At 5:20 p.m., Denise moved to adjourn the meeting. Sara seconded, and the meeting was adjourned.

Members of the Design Review Committee are as follows:

Denise Welch May 4-15-27
Sara Ferguson 09-16-27
Jonathan Schechtman 3-17-28
Larson Burns 08-18-28
Joan Ecker 5-11-29