

HARTFORD ZONING BOARD OF ADJUSTMENT

March 8, 2023

Meeting Notice and Agenda

The Hartford Zoning Board of Adjustment will meet on Wednesday, March 8, 2023, beginning at 6:30 p.m. to consider the following Applications and Administrative Matters.

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 on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 216 222 645 741

Passcode: SppprL

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

1 (802) 377-3677

Phone Conference ID: 291 107 302#

If you cannot access this meeting notice electronically or if you are having difficulty connecting to the meeting, please email Jo-Ann Ells at jells@hartford-vt.org

A. Public Hearings, beginning at 6:30 p.m.

1. Application #01-23 by Catamount Self Storage, LLC (owner/applicant) for Conditional Use Approval under section 260-16 of the Hartford Zoning Regulations for a self-storage facility, lot 08-0090-000, Route 14, White River Junction, in an IC zoning district.

B. Administrative matters: 1. Minutes. 2. Administrative Permits. 3. Availability for the next Public Hearing. 4. Public comment.

Application materials are available at the Hartford Town Hall, Department of Planning and Development Services, 171 Bridge Street, White River Junction, Vermont (802) 295-3075. Persons wishing to appear and be heard may do so in person, or be represented by another party and/or submit 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.

Steve Lagasse, Chair

**Zoning Board of Adjustment
Administrative Agenda
March 8, 2023**

1. Minutes, December 14, 2022

2. Administrative Permits

Residential Unit, 35 Railroad Row

Retail, Landscaper, Storage, Manufacturing, 50 Woodstock Road

3. Availability for the next Public Hearing

April 12, 2023

4. Public comment

**DRAFT
MINUTES
Zoning Board of Adjustment
December 14, 2022**

Present: Steve Lagasse, Chair (03-07-25), Chris Lowe, Vice Chair (03-21-25) Tom Franklin (04-04-25), Alice Maleski (03-07-25), Stephanie Gile (11-15-24), Lannie Collins, Selectboard Liaison, Lori Hirshfield, Planning and Development Director, and Jo-Ann Ells, Zoning Administrator

Absent: None

Public Hearing

Steve Lagasse opened the Hearing, read the hybrid meeting script, asked people to sign in, explained the Hearing process, administered the oath, and took a roll call.

1. Application #21-22 by Apex Storage, LLC (owner/applicant) for Conditional Use Approval under section 260-16 of the Hartford Zoning Regulations for a self-storage facility, lot 14-0067-000, Kline Drive, White River Junction, in a HC zoning district.

Greg Castell and Chris Rivet were present.

Chris Rivet reviewed the Civil, Landscaping, and Lighting Plans. He noted that the project will be accessed through the applicant's existing self-storage facility on the adjacent lot.

Greg Castell told the Board that since opening his existing facility a few years ago, he has been 99% occupied.

Chris Lowe asked about the extent of cutting the existing forested area. It was noted that there is an existing forested area on an adjacent lot.

Greg Castell stated that the new facility would roughly double the storage space. He added that he intends to rent larger/fewer units.

Greg Castell explained that traffic at the facility is seasonal with spikes in spring and fall, and stated that there is plenty of room on site to accommodate customer vehicles.

Tom Franklin asked about the location of Kilburn Brook. Chris Rivet estimated that its approximately 1,000 feet away.

It was noted that the proposed lights were downlit.

Chris Rivet asked for changes to the Findings regarding the number of proposed pole lights and clarification that the lights would be on from dusk to dawn.

12-14-22

There was a brief discussion about material that would be brought to the site. Chris Rivet estimated that 10,000 yards of fill would be needed.

Greg Castell noted that the building materials would be earth tones.

Chris Rivet explained that a light grey line was used to show the original wetland delineation on the plans, and the 2022 delineation is darker grey.

Stephanie Gile asked if the applicant was planning to install solar on the roof. Greg Castell stated that the roof was designed to accommodate solar arrays and he hoped to be able to install them.

There was no public comment.

Steve Lagasse moved to close the Public Hearing. Stephanie Gile seconded, and the Public Hearing was closed.

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

Chris Lowe moved to approve the application with the noted changes. Stephanie Gile seconded, and the motion passed unanimously.

2. Application #22-22 by Watersmith Properties, LLC (owner) and White River Growpro (applicant) for Conditional Use Approval under section 260-16 of the Hartford Zoning Regulations for a Garden Center, lots 43-0043-000 and 43-0043-003, 788 Hartford Avenue, White River Junction, in VRC and R-1 zoning districts.

Stephanie Waterman, Kendall Smith, and Craig Jewett were present.

Steve Lagasse noted that this was the first application for a cannabis establishment and reminded the Board that it is a lawful product, and the application should be treated like any other Garden Center.

Stephanie Waterman told the Board that she had worked hard with the engineer and architect to develop a great plan. She noted that they attempted to save the existing building, but it was not feasible. She stated that Growpro would occupy the front of the Garden Center and the rear would be used to grow cannabis.

Craig Jewett reviewed the plan set. He noted that the project fits well on the site and will require limited fill. He noted that the applicant was seeking a parking reduction (by one space). Jo-Ann Ells pointed out that the Planning Commission has the authority to review this request.

Stephanie Waterman said that she hoped to install solar on the roof if the budget allows. Chris Lowe asked if the proposed Juniper Tree would block the sun. Stephanie Waterman clarified that it is a species that will only grow to about 10' tall. She added that the species on the renderings are not accurate, and the landscaping plan is accurate.

12-14-22

It was clarified that the applicant owns four adjacent lots and two are proposed to be merged and developed.

Stephanie Gile asked if the proposed grow area was the lowest Tier as categorized by the State. Stephanie Waterman stated that it a small facility with a 1,000 sq. ft. canopy and two staff.

In response to a question about demolition, Stephanie Waterman stated that a full environmental assessment has been done on the site.

Alice Maleski asked about retail cannabis. Stephanie Waterman stated that the cultivation area will be closed to be public, and sales will be wholesale.

There was a brief discussion about adequacy of parking during busy seasons like springtime. Stephanie Waterman noted that there is room on site to add one parking spaces. Craig Jewett added that while not designated parking spaces, employees could park in front of the dumpster enclosure.

Tom Franklin asked if the proposed system for odor control is something used in the industry. Stephanie Waterman confirmed that it is.

Tom Franklin asked if landscaping would be displayed outside. Stephanie Waterman stated that some things might be stored outside on racks, but this would not be a big focus of the business.

Steve Lagasse asked about security. Stephanie Waterman stated that the plan is to exceed State requirements.

Steve Lagasse asked for public comment.

Miriam Wood voiced support for the application.

Gary Winslow asked about nighttime noise from fans and odor. It was noted that like any other commercial operation there are local rules for noise and odor.

Stephanie Waterman encouraged neighbors to reach out to her.

Lannie Collins asked if cannabis plants would be sold. Stephanie Waterman stated they would not.

Steve Lagasse moved to close the Public Hearing. Stephanie Gile seconded, and the Public Hearing was closed.

Jo-Ann Ells noted that the email from Michelle Boleski needed to be added to the Exhibit List.

Stephanie Gile moved to approve the application with the noted change. Chris Lowe seconded, and the motion passed unanimously.

12-14-22

Administrative Matters

1. Minutes

Steve Lagasse moved to approve the minutes of November 22, 2022 and November 16, 2022. Stephanie Gile seconded, and the motion passed unanimously.

2. Administrative Permits

None

3. Availability for the next Public Hearing

Everyone anticipated being available for the February 1, 2023 Hearing.

4. Public comment

None

Adjournment

At 7:53 p.m., Steve Lagasse moved to adjourn. Chris Lowe seconded, and the motion passed unanimously.

Respectively Submitted,

Alice Maleski, Clerk

Application #01-23
Catamount Self-Storage, LLC

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

HARTFORD ZONING BOARD OF ADJUSTMENT

**Application #01-23 by Catamount Self Storage, LLC
For Conditional Use Approval for a self-storage facility
lot 08-0090-000, Route 14, White River Junction, in an IC zoning district**

This decision pertains to application #01-23 by Catamount Self Storage, LLC (owner/applicant) for Conditional Use Approval under section 260-16 of the Hartford Zoning Regulations for a self-storage facility, lot 08-0090-000, Route 14, White River Junction, in an IC 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 Zoning Board of Adjustment meeting of March 8, 2023, the Hartford Zoning Board of Adjustment makes the following Findings of Fact:

General Information

1. The owner of record of lot 08-0090-000 is Catamount Self Storage, LLC who acquired the lot on 01-27-23. The deed is recorded in volume 609, page 119 of the Hartford Land Records.
2. The lot is approximately 11.79 acres.
3. The lot is undeveloped.
4. The lot is a class 3 lot.
5. The lot is in an IC zoning district.

This Application

6. The applicant proposes to construct a self-storage facility consisting of four buildings totaling 38,250 sq. ft.

2. #01-23

7. The applicant does not propose to have an on-site office. A rental kiosk will be provided on site.
8. The applicant proposes to install a 6' high decorative metal fence along the front of the facility and a 6' high chain link fence on the sides and rear of the facility.
9. The Zoning Regulations do not include a calculation for the number of parking spaces for self-storage units. Therefore, the Planning Commission determines the number of required parking spaces.

The applicant proposes 2 parking spaces including one accessible parking space.

10. Abutting lot 08-0090-003 has a 50' right-of-way over the lot. It is developed with an access drive serving an existing self-storage facility on lot 08-0090-003.

The applicant proposes to extend the access drive to provide access to their project.

According to the applicant, they are working with VTrans to obtain an access permit.

24/7 vehicular access to the storage units will be provided through a gate.

11. The applicant proposes to plant and maintain:

5 Greenspire Little Leaf Linden
4 Balsam Fir
2 Common Lilac

12. The applicant did not submit a photometric plan. According to the applicant they, "would like to engage motion-censored lights like AG Self Storage, so we do not believe that a photometric plan is needed." (AG Self Storage has an existing self-storage facility on lot 08-0090-003.)

The applicant understands that lighting must not create excessive off-site or sky glow. If the Zoning Administrative Officer determines that lighting does not meet this condition, the applicant will be required to comply.

13. The applicant does not propose to locate a dumpster on the lot.
14. Each rental agreement will have provisions prohibiting the storage of hazardous materials.
15. According to the applicant, "stormwater runoff from the proposed buildings and paved driveways will be conveyed via sheet flow along paved swales in the center of the driveways to catch basins located along the driveways. Stormwater will then be conveyed

via closed drainage piping to a sediment forebay located at the southwest corner of the site, between the project entrance and Route 14.

Following pretreatment in the sediment forebay, drainage will flow to a grass-lined infiltration basin located between the proposed storage buildings and Route 14. Test pits and infiltration tests indicate this area has well-draining sandy soils with a high infiltration rate and low groundwater levels, such that it is ideally suited for an infiltration basin. Off site drainage from the woods north of the project development will be routed via a diversion ditch to an existing grass swale and culvert in the 50' ROW, maintaining the existing flow pattern.

This project will require an Operational Stormwater Permit from the State of Vermont (General Permit 3-9050) because the impervious surface exceeds one-half acre. The approximate sizes and location of the treatment areas and detention basins are depicted on the site plans. Drainage calculations will be prepared as part of the permit application, and the proposed stormwater management facilities will be sized to meet the standards for recharge, treatment and detention required by the permit. We intend to submit the application materials for the OSP following the local approval process.”

According to the applicant, the owner of adjacent 08-0097-000 will be applying for a Wastewater Disposal and Potable Water Supply Permit from the State to change their dedicated leach field replacement area to accommodate the proposed drainage plan.

16. According to the applicant, the proposed grading creates a low spot on adjacent lot 08-0097-000 at the southeast corner of the applicant's site at contour 423 and “the owner (*of lot 08-0097-000*) has agreed to allow limited grading in this location so the low spot goes away and any runoff in this area will ‘day-light’ to the proposed stormwater facilities.”
17. The applicant has indicated an area on the east side of proposed storage building #3 for the storage of snow.

Snow will be stored on site and will be removed as needed. Snow will not be stored in such a manner as to create a hazard.
18. Each rental agreement will have provisions prohibiting the storage of hazardous materials.
19. The applicant understands that any stockpiling of materials related to the construction of the project must be located twice the distance of the height of the stockpiled materials from any public or private right-of-way or property boundary.
20. During construction of the project, erosion and sediment control measures as specified in the most current edition of the *Low Risk Site Handbook for Erosion Prevention and Sediment Control* published by the Vermont Department of Environmental Conservation

will be followed.

21. The applicant understands that construction of the project must comply with the following:

Earth moving and hauling, rock drilling or crushing, jack hammer and similar excessively loud equipment shall not be operated on Sundays or between the hours of 5:30 p.m. and 7:00 a.m. except in emergency situations.

22. The applicant understands that no structure, including construction/office trailers, signage, parking spaces or plantings may be placed in such a way that obstructs sight distance along the traveled way, at any intersection or driveway. Any signs, parking spaces or plantings found to obstruct sight distance will be required to be relocated.
23. The applicant retains the obligation to identify, apply for, and obtain relevant local and state permits for this project.
24. The applicant understands that all activities authorized by the issuance of the zoning permit shall be started within six (6) months and completed within two (2) years of its date of issue, or the zoning permit shall become null and void and reapplication to complete any activities shall be required. Any activities not completed within the above permit period shall be subject to any ordinance in effect at the time of reapplication. One six (6) month extension to both time periods may be granted by the Planning Commission.
25. The applicant understands that they must obtain a Certificate of Occupancy from the Zoning Administrative Officer upon completion of the project and before the site may be occupied. The applicant understands that a Certificate of Occupancy will not be issued if the project is not in compliance with these Findings, Plans and any conditions placed on the decision.

CONCLUSIONS OF LAW

The Hartford Zoning Board of Adjustment, based upon the forgoing Findings of Fact, concludes that the proposed project will not adversely affect:

260-16A (1) Community facilities.

(a) The capacity of planned or existing **community facilities**, including, but not limited to:

[1] Emergency services.

[2] Municipal water or sewer system.

[3] Recreational facilities.

[4] The school system.

[5] Solid waste disposal facilities.

260-16A (2) The **character** of the area, as defined by the objectives of the zoning district within which the project is located and specifically stated policies and standards of the municipal plan, including, but not limited to:

(a) Scenic or natural beauty, historic sites, or rare and irreplaceable natural areas.

(b) Compatibility with scale and design of structures existing in that area.

260-16A (3) The capacity of **roads and highways** in the vicinity to safely accommodate expected traffic flows. In making this determination, the Board may require submission of a traffic impact study made by a professional traffic engineer.

260-16A (4) Any Town of Hartford **bylaws** in effect.

260-16A (5) Utilization of **renewable energy resources**.

DECISION

The Hartford Zoning Board of Adjustment, based upon the forgoing Findings of Fact and Conclusions of Law, hereby approves application #01-23 by Catamount Self Storage, LLC (owner/applicant) for Conditional Use Approval under section 260-16 of the Hartford Zoning Regulations for a self-storage facility, lot 08-0090-000, Route 14, White River Junction, in an IC zoning district **on the condition that:**

1. Before a Zoning Permit is issued:

- **A note is added to the existing conditions plan indicating that the 8" PVC drainage pipe shown on the 2005 Hathorn Surveys Plan for Peter L. Jasmin, project #193305 was not found in the field.**
- **The applicant submits a photometric plan for review and approval by the Chair.**
- **The applicant submits a copy of their Access Permit from VTrans.**
- **The applicant submits written verification from the Fire Marshal confirming they have approved the Fire Truck Turning Plan and that they have coordinated emergency access through the gate with the applicant.**
- **The applicant submits a copy of the new State Wastewater Disposal and Potable Water Supply Permit for lot 08-0097-000 (see Finding #15).**

- **The applicant submits a copy of a written agreement with the owner of adjacent lot 08-0097-000 for grading on their lot (see Finding #16).**
- **The applicant submits a sign permit.**

2. Before a Certificate of Occupancy is issued, the applicant:

- **Submits written verification from a Professional Engineer licensed by the State of Vermont certifying that the project was constructed in compliance with the approved plans and Findings of Fact.**
- **Submits a PDF of the record drawing.**
- **Records an Energy Code Certificate in the Land Records if required by the State of Vermont.**

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 applicants are 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 March 2023.

HARTFORD ZONING BOARD OF ADJUSTMENT

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. The fee is \$250.00. 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 #01-23
2. Set of plans entitled Catamount Self Storage, LLC, prepared by Pathways Consulting including:
 - Sheet 1 Existing Conditions
 - Sheet 2 Site Layout
 - Sheet 3 Grading, Drainage and Erosion Control
 - Sheet 4 Landscape
 - Sheet 5 Site Details and Notes
 - Sheet 6 Drainage Details
 - Sheet 7 Erosion and Sedimental Control Details
 - Sheet A Fire Truck Turning Plan A
 - Sheet B Fire Truck Turning Plan B
 - Sheet C Fire Truck Turning Plan C
 - Sheet D Fire Truck Turning Plan D
3. Letter from Jeffrey Goodrich dated February 6, 2023, rev. February 16, 2023
4. Memo from Jo-Ann Ells dated February 9, 2023 with applicant's response in italics



Town of Hartford

Planning Commission App # _____
Zoning Board of Adjustment App # 01-23

APPLICATION TO PLANNING COMMISSION &/OR ZONING BOARD OF ADJUSTMENT

PLEASE COMPLETE ALL ITEMS APPLICABLE AND PROVIDE THE CORRECT NUMBER OF COPIES OF THIS APPLICATION AND THE SITE PLAN OR SUBDIVISION PLAT. ABUTTING LANDOWNERS WILL BE NOTIFIED BY THE PLANNING/ZONING OFFICE.

1. NAME & ADDRESS OF RECORD OWNER(S) Catamount Self Storage, LLC
Post Office Box 175, Quechee, Vermont 05059
Deed Recorded Book _____ Page _____ (Available at Town Clerk's Office)
Telephone: Work _____ Cell 802-369-0338 Email Address: fiveye@gmail.com
2. NAME & ADDRESS OF APPLICANTS(S) _____

Telephone: Work _____ Cell _____ Email Address: _____
3. NAME & ADDRESS OF APPLICANTS' CONSULTANT Pathways Consulting, LLC
240 Mechanic Street, Suite 100, Lebanon, New Hampshire 03766
Telephone: Work 603-448-2200 Cell _____ Email Address: ann.kynor@pathwaysconsult.com
4. PROJECT LOCATION Route 14, Hartford
5. PRESENT USE OF PROPERTY Vacant
6. BRIEFLY DESCRIBE PROJECT (in addition, a detailed narrative must be submitted)
Self Storage Facility (See cover letter)

7. PROJECT SIZE IN SQ. FT OR ACREAGE 11.8 acres
Lot Width 240 feet Lot Depth 600 +/- feet
8. IS PROJECT ON TOWN WATER/SEWER? Yes _____ No X If Yes, estimated
Water Consumption/day 0 Amount of Sewer Flow Projected 0
Size of Closest Lines Above (water) N/A (sewer) N/A
9. DESCRIBE LANDSCAPING PLAN See Plan

10. IF A BUSINESS - Present # of Employees 0
Proposed Days & Hours of Operation 0
Will you use the landfill & recycling center? Yes X No _____
The main waste by-product of your business is: Paper/Cardboard

11. IF A RESTAURANT - Present seating N/A Proposed N/A
12. PARKING SPACES - Number to be provided 4
13. SIGNAGE - Free Standing See Plan Attached _____
14. FENCING - Location See Plan Height _____
15. NEAREST WATER SUPPLY FOR FIREPROTECTION Hartford Village
16. ESTIMATED VALUE OF PROPOSED WORK 2,000,000
17. IS THERE AN EXISTING DRIVEWAY? Yes
18. IF A SUBDIVISION - Number of New Lots to be Created None
- Do you request that the Town consider taking over maintenance of - Roads No
- Or Park/Open Space No

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. (This certification must be signed by lot owners and applicants)

Applicant's Signature

Date

Lot Owner's Signature

Date

Co-Applicant's Signature

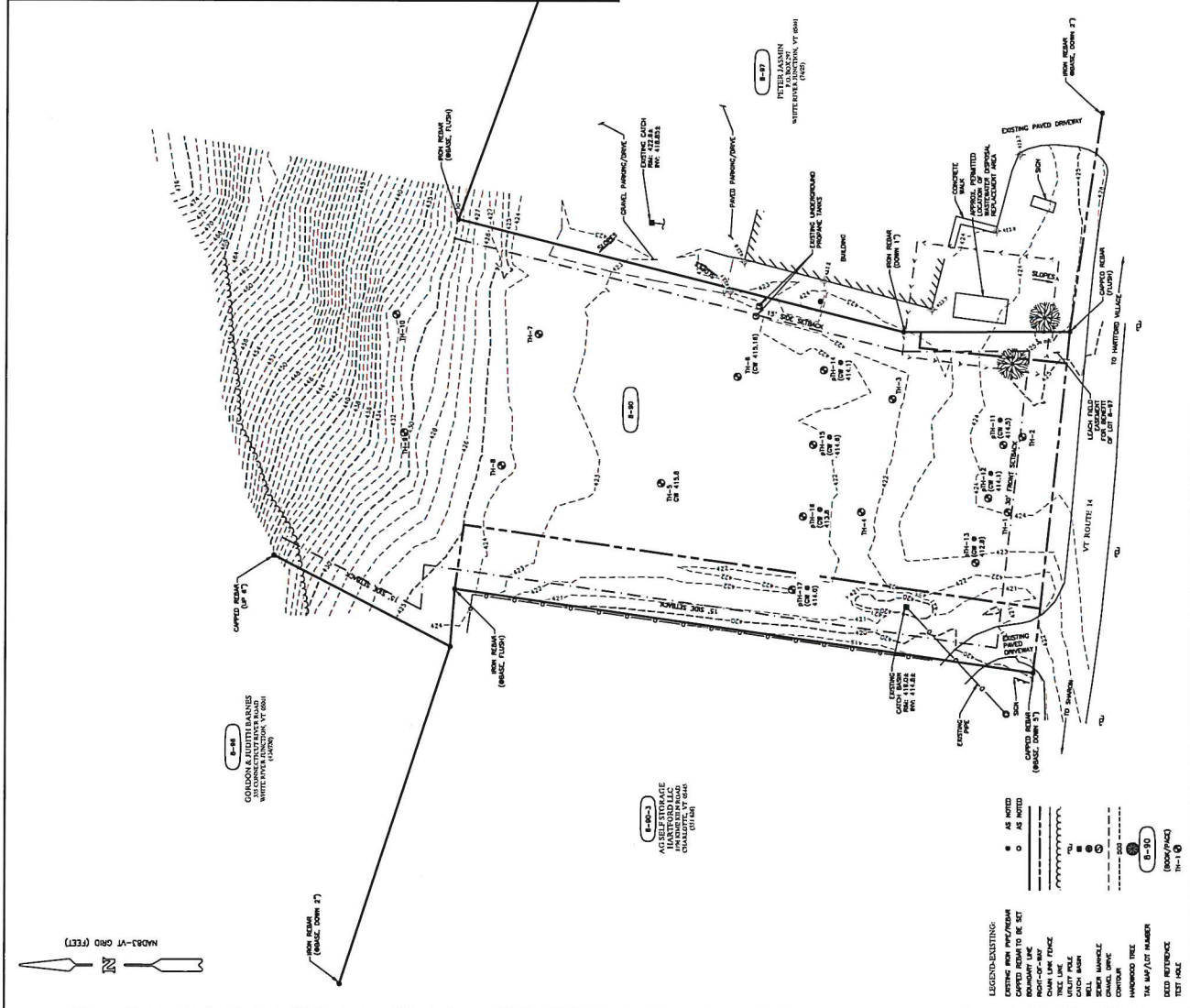
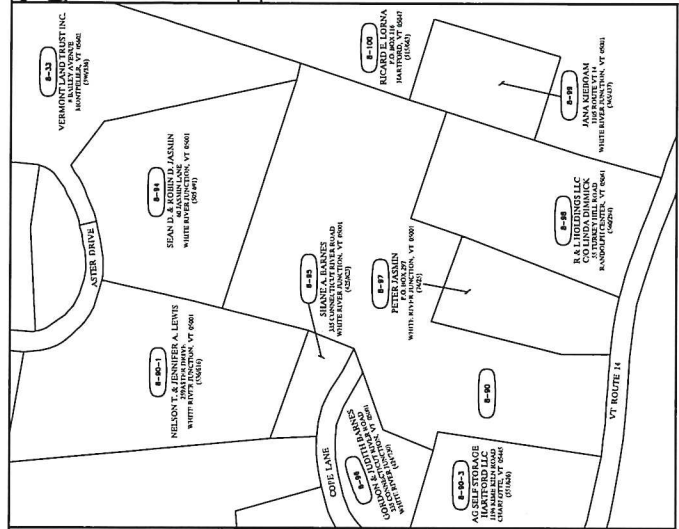
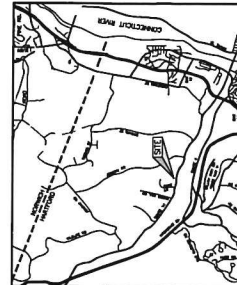
Date

Co-Owner's Signature

Date

The applicant retains the obligation to identify, apply for, and obtain any relevant local or state permits. Please call 802-282-6488 to speak with the State Permit Specialist

For Office Use Only		
Map/Lot #		
Fee Paid \$:		Receipt #:
PC: Site Plan	Min. Sub.	Maj. Sub.
PD	PD Amend.	Other
ZBA: Conditional Use	Variance	Appeal
Other		
Zoning District (s)		Date Filed:
Official Submittal Date:		



PLANS OF REFERENCE:

- 1. BOUNDARY LINE INFORMATION OBTAINED FROM PLAT ENTITLED "SUBDIVISION OF LANDS OF CATAMOUNT SELF STORAGE, LLC, TAX MAP 8, LOT 90, SITUATE IN THE TOWN OF WHITE RIVER JUNCTION, VERMONT, SAVED APRIL 15, 1997, PREPARED BY HATCHER & ASSOCIATES, INC., 1000 WESTERN AVENUE, SUITE 100, WHITE RIVER JUNCTION, VERMONT 05791.
- 2. CATCHER'S OFFICE OF JUNE 1, 1997 AS SHOWN ON THE HATCHER & ASSOCIATES, INC. PLAT ENTITLED "SUBDIVISION OF LANDS OF CATAMOUNT SELF STORAGE, LLC, TAX MAP 8, LOT 90, SITUATE IN THE TOWN OF WHITE RIVER JUNCTION, VERMONT, SAVED APRIL 15, 1997, PREPARED BY HATCHER & ASSOCIATES, INC., 1000 WESTERN AVENUE, SUITE 100, WHITE RIVER JUNCTION, VERMONT 05791.
- 3. "EXISTING CONDITIONS PLAN FOR PETER J. JASMIN - 2002, SITUATE IN THE TOWN OF WHITE RIVER JUNCTION, VERMONT, SAVED APRIL 15, 1997, PREPARED BY HATCHER & ASSOCIATES, INC., 1000 WESTERN AVENUE, SUITE 100, WHITE RIVER JUNCTION, VERMONT 05791.

GENERAL SURVEY NOTES:

- 1. THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA, AND THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA.
- 2. THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA, AND THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA.
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- 6. THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA, AND THE BOUNDARY INFORMATION SHOWN HEREON MAY BE INCONSISTENT WITH THE BOUNDARY INFORMATION SHOWN ON ANY OTHER PLAT OR MAP OF THE SAME AREA.



Peter J. Jasmin
Surveyor
State of Vermont

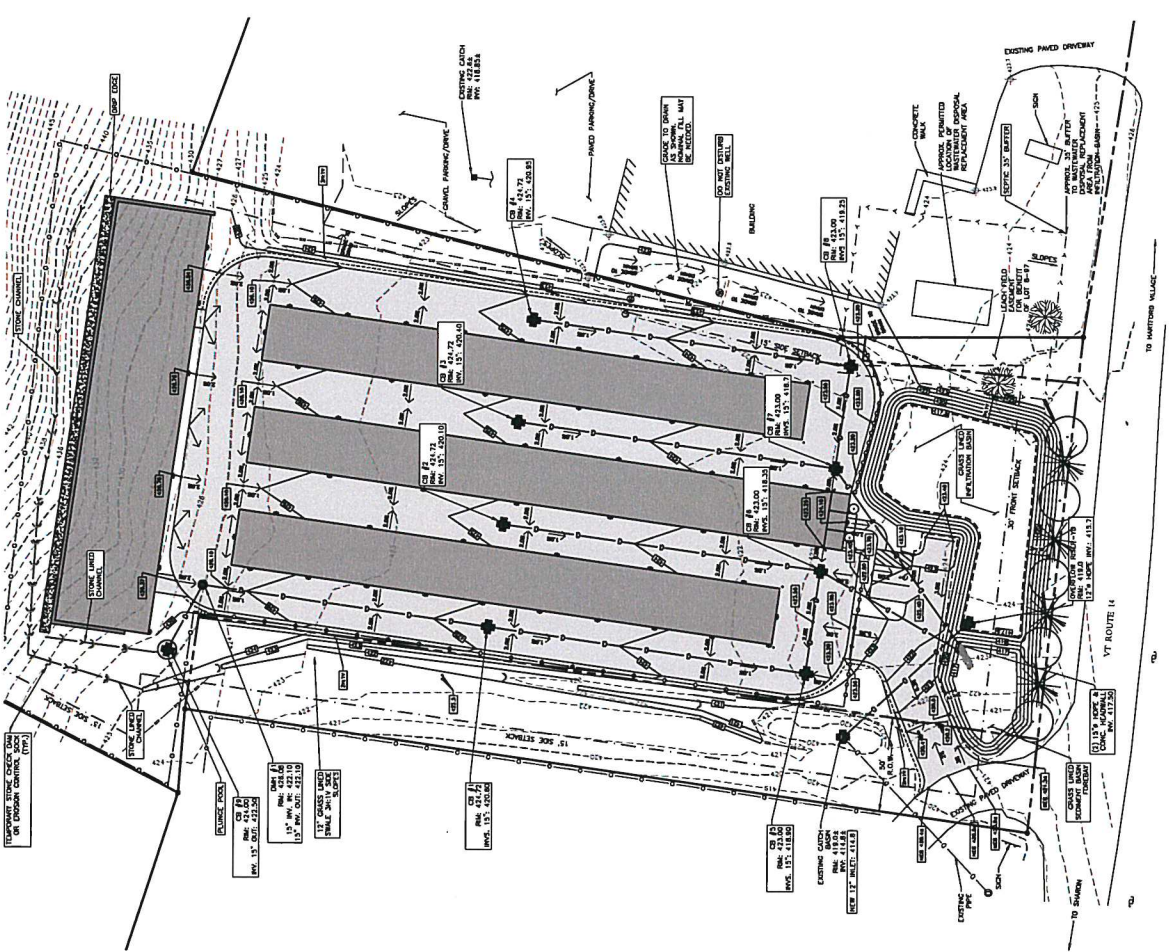
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NOT FOR CONSTRUCTION

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FEET

REV.	DATE	DESCRIPTION	BY	CHKD	APP'D
1	06/23/21	2000 CATAMOUNT SELF STORAGE, LLC, TAX MAP 8, LOT 90, SITUATE IN THE TOWN OF WHITE RIVER JUNCTION, VERMONT, SAVED APRIL 15, 1997, PREPARED BY HATCHER & ASSOCIATES, INC., 1000 WESTERN AVENUE, SUITE 100, WHITE RIVER JUNCTION, VERMONT 05791.	JAS	CHKD	BT

EXISTING CONDITIONS PLAN FOR CATAMOUNT SELF STORAGE, LLC TAX MAP 8, LOT 90 SITUATE IN THE TOWN OF WHITE RIVER JUNCTION, VERMONT, SAVED APRIL 15, 1997, PREPARED BY HATCHER & ASSOCIATES, INC., 1000 WESTERN AVENUE, SUITE 100, WHITE RIVER JUNCTION, VERMONT 05791.			1
PATHWAYS CONSULTING, LLC 240 MECHANIC STREET, SUITE 100 LEBANON, NEW HAMPSHIRE 03766 (603) 448-2200			

SHEET 1 OF 3
SCALE: AS SHOWN
DRAWN: BT-DAS
CHECKED: BT-DAS
DATE: 02-06-23
PROJ. NO. 1327-3



FOR PERMITTING ONLY
NOT FOR CONSTRUCTION



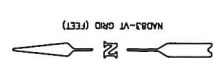
10/10/23



GRADING, DRAINAGE, AND EROSION CONTROL PLAN FOR
CATAMOUNT SELF STORAGE, LLC
TAX MAP 8, LOT 90
VT ROUTE 14, WHITE RIVER JUNCTION, VERMONT 05001

PATHWAYS CONSULTING, LLC
710 W. MAIN STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03169
(603) 448-2200

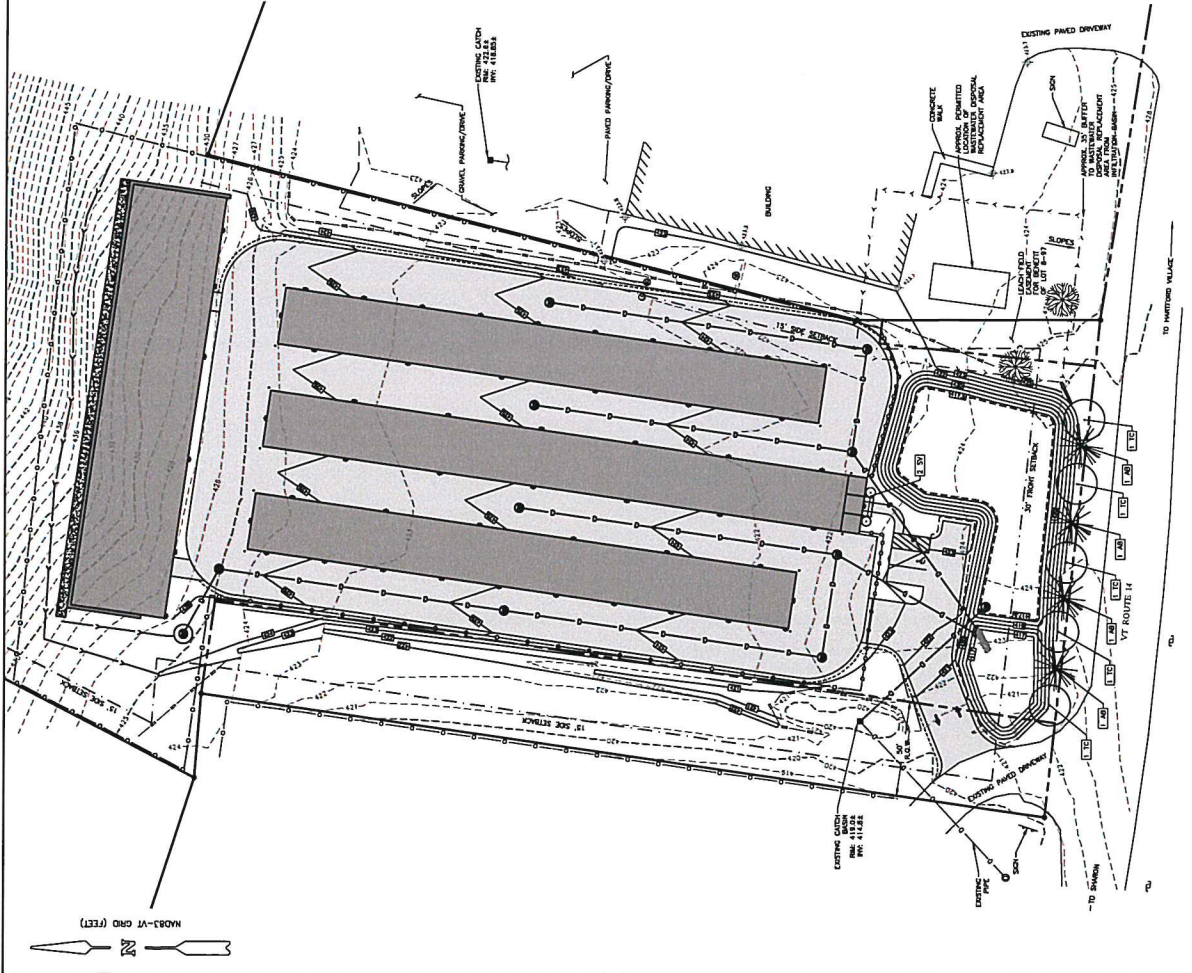
3
SHEET 3 OF 7



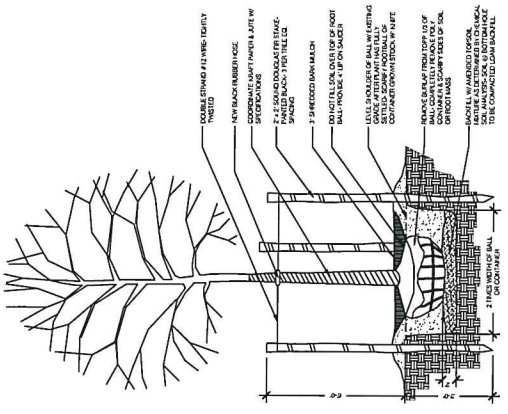
- LEGEND:
- EXISTING AND PROPOSED
 - EXISTING ROAD TO BE SET
 - PROPOSED ROAD TO BE SET
 - BOUNDARY LINE
 - PROPOSED LOT
 - CHUNK LINE
 - TRAIL LINE
 - UTILITY POLE
 - WELL
 - SEWER MANHOLE
 - SEWER PUMP
 - CONTOUR
 - HARDWOOD TREE
 - 1/4" MAP/LOT NUMBER
 - DEED REFERENCE
 - TEST HOLE
 - LEGEND-PROPOSED:
 - CONTOUR
 - SPOT ELEVATION
 - DRAINAGE PILE
 - CATCH BASIN
 - GRASS SWALE/STORM CHANNEL
 - 8" HOOD LINE FENCE
 - 8" HOOD LINE FENCE
 - 8" HOOD LINE FENCE
 - BUILDING LIGHT
 - EROSION CONTROL SOIL
 - PALET PROTECTION
 - PROPOSED TEST
 - DECORATIVE TREE
 - SHRUB
 - SOFTWOOD TREE

REVISION	NO.	DATE	DESCRIPTION
1	02-15-23	REVIEW DATE	APPROVED
	02-15-23	REVIEW DATE	APPROVED
	02-15-23	REVIEW DATE	APPROVED

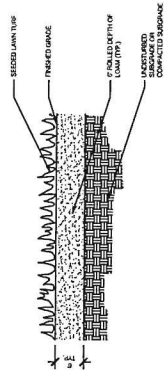
REVISION	NO.	DATE	DESCRIPTION
1	02-15-23	REVIEW DATE	APPROVED
	02-15-23	REVIEW DATE	APPROVED
	02-15-23	REVIEW DATE	APPROVED



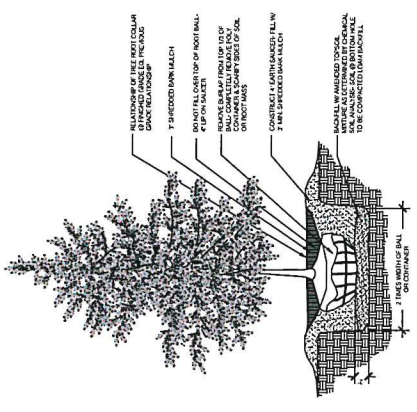
KEY	QTY.	SCIENTIFIC NAME	COMMON NAME	SIZE	ROOT
FEET					
TC	5	This cereals "Cremello"	Cremello Little Leaf	2 1/2" - 3"	SHB
AB	4	Abies balsamea	Balsam Fir	5'-4" high	SHB
Shrublets					
SP	2	Syringa vulgaris	Common Lilac	5'-6" high	SHB



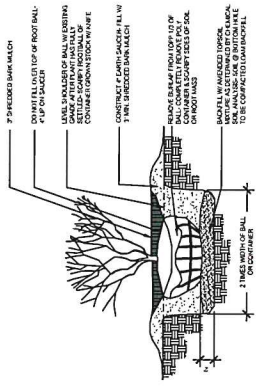
TYPICAL DECIDUOUS TREE PLANTING DETAIL
SCALE N.T.S.



TYPICAL LOAM & SEED DETAIL
SCALE N.T.S.



SCALE 1:1



TYPICAL SHRUB PLANTING DETAIL



LEGEND-PROPOSED:

C

JITL 0004175



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LANDSCAPE PLAN FOR
CATAMOUNT SELF STORAGE, LLC
TAX MAP 8, LOT 90
VT ROUTE 14, WHITE RIVER JUNCTION, VERMONT 05001

PATHWAYS CONSULTING, LLC
240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03786
(603) 448-2200

SCALE: AS SHOWN	4
DESIGNED BY: DPM	
DRAWN BY: DPM	
CHECKED BY: JSG/AGK	
DATE: 02-08-23	

[illegible]

SCALE: AS SHOWN
DESIGNED BY: DPM
DRAWN BY: DPM
CHECKED BY: JSG/AGK
DATE: 02-06-23
DATE: 02-06-23

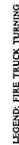
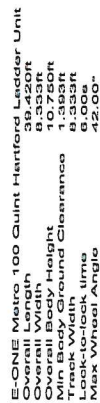


Diagram of a Hartford Ladder Truck. The wheel path is highlighted in blue.

LEGEND EXISTING:

EXISTING IRON PIPE/REBAR
CAPPED REBAR TO BE SET
BOUNDARY LINE
RIGHT-OF-WAY
CHAIN LINK FENCE
TREE LINE
UTILITY POLE
EXISTING CURB
SEWER MANHOLE
SEWER/STORM DRAIN
CONTOUR

AS NOTED
AS NOTED

100
200

B-90

TAX MAP/LOT NUMBER
FOR CROSS REFERENCE

LEAD-IN/PROPOSED:		EXISTING TREE	
CORROTA		EXISTING FENCE	
PROPOSED FENCE		PROPOSED FENCE	
PROPOSED FENCE		PROPOSED FENCE	
PROPOSED FENCE		PROPOSED FENCE	
PROPOSED FENCE		PROPOSED FENCE	
PROPOSED FENCE		PROPOSED FENCE	
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PROPOSED FENCE		PROPOSED FENCE	

Journal of Management Education

1000

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11/11/11 - 11/11/11



FIRE TRUCK TURNING PLAN A
CATAMOUNT SELF STORAGE, LLC
TAX MAP 8, LOT 90

VT ROUTE 14, WHITE RIVER JUNCTION, VERMONT 05001

PATHWAYS CONSULTING, LLC

SCALE: AS SHOWN
DESIGNED BY: DPM
DRAWN BY: DPM
CHECKED BY: JSG/JACK
DATE: 02-06-23
DOC: JSG - 17828

0-9

E-ONE Metro 100 Quint	Hanford Ladder Unit
Overall Length	39.420ft
Overall Width	8.333ft
Overall Body Height	10.750ft
Min Body Ground Clearance	1.333ft
Track Width	8.333ft
Lock-to-lock time	6.00s
Max Wheel Angle	42.00°



11/11/11

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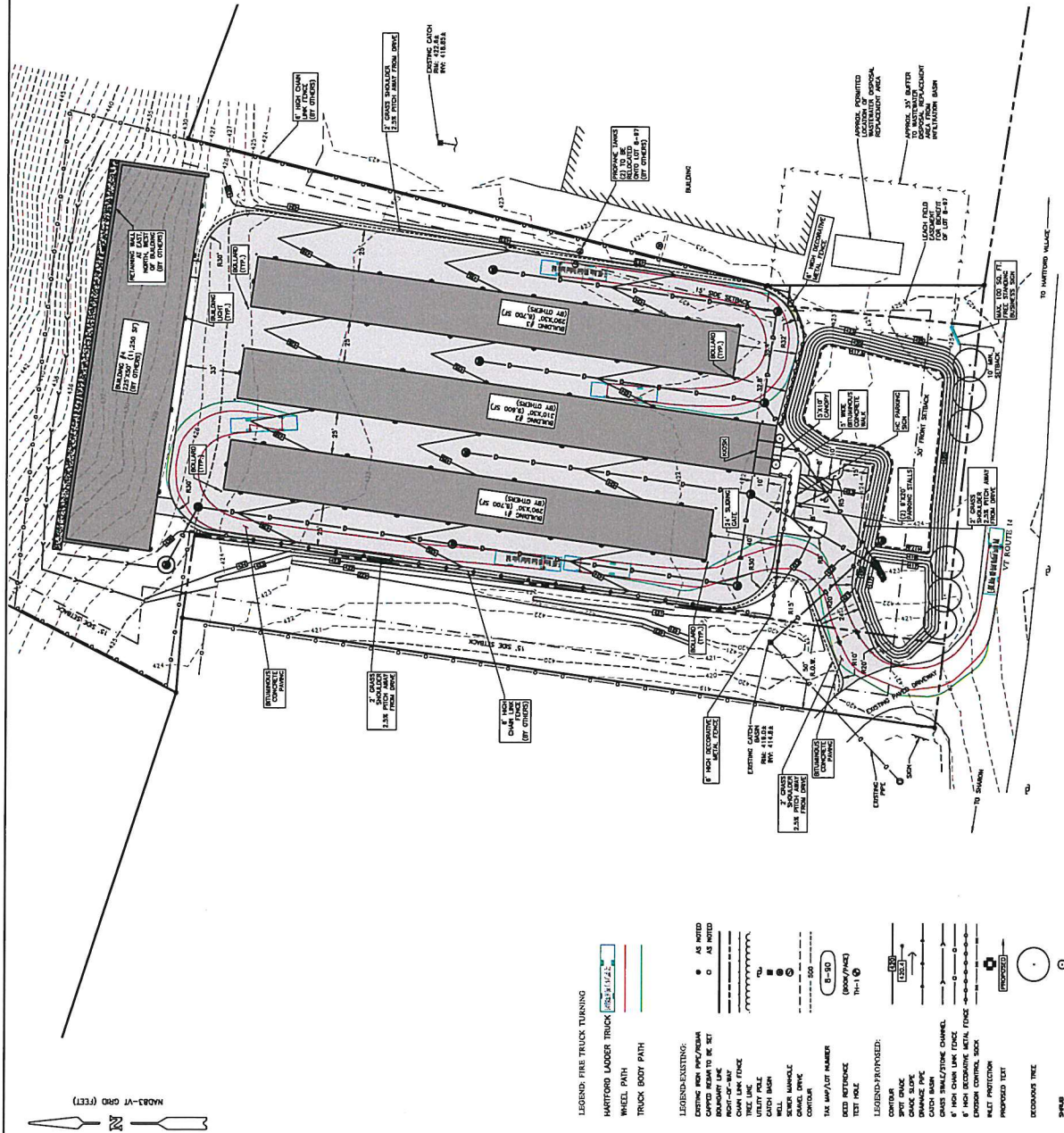
PATHWAYS CONSULTING, LLC

FIRE TRUCK TURNING PLAN B
CATAMOUNT SELF STORAGE, LLC
TAX MAP 8, LOT 90

VT ROUTE 14, WHITE RIVER JUNCTION, VERMONT 05001

SCALE: AS SHOWN
DESIGNED BY: DPM
DRAWN BY: DPM
CHECKED BY: JSG/ACK
DATE: 03 JUN 93

SHEET 2 OF 4



LEGEND: FIRE TRUCK TURNING

HARTFORD LADDER TRUCK

LEGEND-EXISTING:

EXISTING IRON PUMP/MECHAN
CAPPED RELIANT TO BE SET

AS NOTED
AS NOTED

CHAIN LINK FENCE

ROOF-OF-WAY

BOUNDARY LINE

TRAIL LINE

UTILITY POLE

CATCH BASIN

WELL

SEWER MANHOLE

GRADE SPINE

CONTINUATION

TAX MAP/LOT NUMBER

100 500

10-90

LEGEND-PROPOSED:

CONTOUR		GRASS SMALL/STONE CHANNEL	
SPOT GRAZE		8" HIGH CHAIN LINK FENCE	
GRADE SLOPE		6" HIGH DECORATIVE METAL FENCE	
DRAINAGE PVC		EROSION CONTROL SOCK	
CATCH BASIN		INLET PROTECTION	
		PROPOSED TEXT	

DEPARTMENT OF THE ARMY

Topic

[illegible]

E-ONE Metro 100 Quint Hartford Ladder Unit	
Overall Length	39.420ft
Overall Width	8.333ft
Overall Body Height	13.633ft
Min Body Ground Clearance	1.393ft
Track Width	8.333ft
Lock-to-lock time	6.00s
Max Wheel Angle	42.00°



Handwritten signature

**FOR PERMITTING ONLY
NOT FOR CONSTRUCTION**

[illegible]

PATHWAYS CONSULTING, LLC

Planning • Civil & Environmental Engineering • Surveying • Construction Assistance
240 Mechanic Street • Suite 100
Lebanon, New Hampshire 03766
(603) 448-2200 • Fax: (603) 448-1221

February 6, 2023
Rev. February 16, 2023

Jo-Ann Ells, Zoning Administrative Officer
Town of Hartford
Hartford Municipal Building, 2nd Floor, Room 201
171 Bridge Street,
White River Junction, Vermont 05001

RE: STAFF REVIEW FOR APPLICATION MATERIALS, CATAMOUNT SELF
STORAGE, LLC, ROUTE 14, HARTFORD, VERMONT (Project No. 13273)

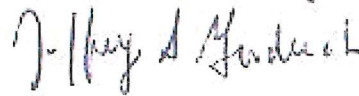
Dear Jo-Ann:

Please find attached application materials pursuant to staff review including an application, this revised letter, and 15 copies of application materials. Catamount Self Storage, LLC (Catamount) is seeking to construct four self-storage buildings with related access and drainage facilities between J.A.S. Auto Body to the east and AG Self Storage Hartford, LLC to the west. After initial coordination with Brian McAvoy, Vermont Department of Transportation (VTrans) Permit Coordinator, our firm is working with the applicant to obtain a Driveway Permit for the proposed project using the existing access off Route 14 as previously approved. We understand that implementation of the proposed project may not occur until VTrans issues a Driveway Permit. Additional permitting for the proposed project includes a Conditional Use permit from the Zoning Board of Adjustment (ZBA), Act 250, General Permit 3-9050 for construction of one-half acre or more of impervious area, and Construction General Permit 3-9020 for contiguous impacts of more than one acre.

We look forward to addressing staff review comments for the project and meeting with the Planning Commission for Site Plan Review and the ZBA for Conditional Use review.

Sincerely,

PATHWAYS CONSULTING, LLC



Jeffrey S. Goodrich, P.E.
President

JSG:meb

Enclosures

cc: Nicholas Tsouknakis, Catamount Self Storage, LLC with enclosures

Memorandum

To: Nick Tsouknakis, Catamount Self Storage, LLC
Cc: Jeff Goodrich, Pathways Consulting, Chris Holzwarth, Hartford Project Manager, and Tom Peltier, Fire Marshal
From: Jo-Ann Ells, Hartford Zoning Administrator
Date: February 9, 2023
Re: Proposed Self Storage/Lot 08-0090-000

Please submit a response to the following comments/questions on your application for a self-storage facility to my office before **9:00 a.m., Thursday, February 16, 2023**. 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.

The completeness of your response and decision to make additional changes to your project will determine if your application will be ready for a Public Hearing. It is therefore important that you contact me with any questions you have regarding these comments. (See Application Process Policy)

Prior to the Planning Commission/Zoning Board of Adjustment Public Hearings, 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. Please call 282-6488 to speak to the Regional State Permit Specialist, Rick Oberkirch.

Response: The applicant understands the need to apply for and obtain any relevant local and State permits for the project.

2. I am in receipt of a check for 2,207.50 for the application fee. I believe the fee is 2,222.50.

Zoning Board 155.00

Planning Commission	2067.50	(155 + 1912.50) (38,250 x .05=1912.50)
Total	2,222.50	

Response: We will work with the applicant to provide a check for the outstanding amount for the application fee.

3. Please amend the cover letter to acknowledge that the project requires Conditional Use Approval from the Zoning Board of Adjustment.

Response: We have amended the cover letter accordingly.

4. Is the project proposed to be phased? If so, please provide details.

Response: The project does not currently contemplate phasing.

5. Please update the setbacks under "Site Information" on the plans to include the required rear setback of 25'.

Response: We have updated the plans accordingly.

6. Please change "75 FT" to "70 FT" for the lot width for a class one lot under the "Zoning Information" on the plans.

Response: We have updated the plans accordingly.

7. The application form indicates 4 proposed parking spaces, but the plans indicate 2 proposed parking spaces, Please clarify.

Response: The project proposed two parking spaces.

8. How did you determine the number of parking spaces that would be needed?

Response: We used previous examples such as AG Self Storage.

9. Please describe how the facility will function, i.e. will it be staffed, purpose of the kiosk.

Response: No staff is proposed.

10. What will be done to prevent the storage of hazardous materials in the storage units?

Response: Like other storage facilities approve the Town, the applicant will not

allow hazardous materials to be stored on-site.

11. The plans indicate a 35' buffer zone around the neighboring leach field. The Vermont Wastewater and Potable Water Supply Rules, effective April 12, 2019, requires a 50' setback between the edge of leach field stone and stormwater conveyance, treatment, and control practices. See Table 9.5 on page 105 of the rules. A sketch of the impact is shown on attached sketch entitled "50' LF – SW Setback.pdf".

Response: The Hathorn Surveys (one of our predecessor firms) plan prepared by Chris Holzwarth does not include a leachfield. The Hathorn/Holzwarth plan is nebulous based on the regulations at the time of approval. Consequently, I reached out to Terry Shearer, Southern District Regional Engineer, to discuss how to approach this question. We agreed that an actual leachfield for a Jasmin replacement system (150% in-ground) would be best to document how to proceed and that a replacement system may be readily incorporated with the site conditions to accommodate the Catamount proposal. Additionally, Toby Jasmin has agreed to engage us to this end.

12. Since self-storage facilities are often subject to drop offs and pickups from tractor trailers related to moving companies or commercial renters, please provide a turning movement plan for a tractor trailer.

Response: We are not able to make sense of this comment since AG Self Storage and the Apex storage facility recently approved demonstrate the viability of this project.

In addition, the turning plans assume that there will not be a blockage in any aisle. A blockage in any of the easterly aisles will create a dead-end situation without a proper turn-a-round. Please address.

Response: See previous comment.

13. Please contact Tom Peltier, Hartford Fire Marshal, tpeltier@hartford-vt.org (295-3232) to discuss:

- Public Building Permit requirements.
- Emergency gate access.
- The turning movement plans.

Response: The applicant will reach out accordingly.

14. The primary grade between and adjacent to the units of the 3 north-south buildings is 3% with the rear aisle being the only one with a 2% grade. It should be clear as to which buildings will contain the required ADA accessible units with the accessible grades indicated adjacent to them. This is particularly important to provide the proper grades outside of each building if the project is to be phased. A good source for information on this can be found at <https://www.janusintl.com/storage-disability-products/ada-requirements>.

Response: Plans have been revised to reflect ADA access to all buildings.

15. A drainpipe is shown running through the lot that is not present on the submitted plans. The plan can be found at:

https://anrweb.vt.gov/PubDocs/DEC/WWDocs/Springfield/WW/WW-3/WW-3-1001_thru_WW-3-1200/WW-3-1141/Approved%20Plans/WW-3-1141_Existing_Conditions.....pdf

Please indicate the status of this line, it's location, and use on the plans.

Response: Our field investigations cannot corroborate this concern. If Chris Holzwarth has information material to the application, we welcome his input. AG Self Storage did not encounter anything that corroborates this concern.

16. Please amend the plans to include areas for the storage of snow.

Response: Plans have added a note for snow storage in the northeast portion of the site. Snow will need to be removed if it cannot be stored on-site.

17. Please provide a photometric plan.

Response: The applicant would like to engage motion-censored lights like AG Self Storage, so we do not believe that a photometric plan is needed.

18. Please acknowledge that you understand that lighting must not create excessive off-site or sky glow and if the Zoning Administrator determines that lighting does not meet this condition, you will be required to comply.

Response: Acknowledged.

19. Please consider appropriate plantings along the sides and rear of the project and in the stormwater basins.

Response: The Town regulations address road frontage considerations, so we have modified landscape along Route 14 accordingly.

20. Please outline how the proposed landscaping meets the following sections of the Zoning Regulations:

Section 260-24 (8) (b)

The site shall be designed and landscaped to minimize negative visual impacts and maximize safety. Plantings may be required for this purpose, both within the lot and between it and any public road or adjacent property. Plants shall not be invasive to Vermont, shall be selected for their ability to survive under special conditions found in a parking lot, and shall be protected from damage by vehicles and maintenance equipment, including snow removal and storage.

Section 260-27

B. Plantings. The following provisions shall apply to the planting element of all landscape plans submitted for site development plan approval:

- (1) Plant materials included in landscape plans may be trees, shrubs, lawns, flower gardens, ground covers, cropland, pasture, meadows, wetlands, and forests.
- (2) Natural cover shall be retained on a site to the extent possible and reasonable. Site clearing shall be kept to the minimum required for the construction of buildings and improvements.
- (3) Plantings included in landscape plans receiving site development plan approval shall be maintained in a healthy, growing condition. Where forest, cropland and "natural" areas are included, provision shall be made for their ongoing maintenance.
- (4) The choice and placement of plantings in parking areas shall take into account the special hazards of salt, vehicles and maintenance equipment, and include provision for adequate and safe snow removal.
- (5) Any landscape plan submitted for site development plan approval shall show the locations and types of plants to be removed as well as the species, sizes, quantities and locations of all new plants to be installed.

Section 260-45 C (3)

Adequacy of landscaping, screening, and setbacks in achieving maximum

compatibility with and protection of adjacent properties by screening from them any glare produced by interior or exterior lights and unsightly areas such as storage areas, and parking lots; assurance that landscape materials will not interfere with visibility or safety and that they are of a type that can survive and be maintained as proposed.

Response: See previous.

21. Please provide a description of the proposed drainage design.

Response: Stormwater runoff from the proposed buildings and paved driveways will be conveyed via sheet flow along paved swales in the center of the driveways to catch basins located along the driveways. Stormwater will then be conveyed via closed drainage piping to a sediment forebay located at the southwest corner of the site, between the project entrance and Route 14.

Following pretreatment in the sediment forebay, drainage will flow to a grass-lined infiltration basin located between the proposed storage buildings and Route 14. Test pits and infiltration tests indicate this area has well-draining sandy soils with a high infiltration rate and low groundwater levels, such that it is ideally suited for an infiltration basin. Off site drainage from the woods north of the project development will be routed via a diversion ditch to an existing grass swale and culvert in the 50' ROW, maintaining the existing flow pattern.

This project will require an Operational Stormwater Permit from the State of Vermont (General Permit 3-9050) because the impervious surface exceeds one-half acre. The approximate sizes and location of the treatment areas and detention basins are depicted on the site plans. Drainage calculations will be prepared as part of the permit application, and the proposed stormwater management facilities will be sized to meet the standards for recharge, treatment and detention required by the permit. We intend to submit the application materials for the OSP following the local approval process.

22. Please outline how the application conforms with section 260-27 C of the Hartford Zoning Regulations which states:

C. Grading and drainage. The following provisions shall apply to any changes which affect drainage of water to or from a property:

(1) Any changes in grading shall be made so that runoff is directed to established drainage courses and will not cause ponding or flooding of other properties, or exceed the capacity of downstream drainage facilities.

Response: Toby Jasmin has agreed to work with the applicant to address this question.

(2) When possible, drainage systems shall be designed so that water runoff existing prior to site development shall not be increased after development.

Response: See previous responses.

(3) All changes in grade shall be controlled so as not to cause a nuisance or damage to other properties or erosion of topsoil.

Response: See previous responses.

23. Please acknowledge that during construction of the proposed project erosion and sediment control measures as specified in the most current edition of the *Low Risk Site Handbook for Erosion Prevention and Sediment Control* published by the Vermont Department of Environmental Conservation will be followed.

Response: See General Notes.

24. Please acknowledge that you understand that once the project is complete and before I can issue a Certificate of Occupancy you need to:

- Submit written verification from a Professional Engineer licensed by the State of Vermont certifying that the project was constructed in compliance with the approved plans and Findings of Fact.
- Submit a PDF of the record drawing.
- Record an Energy Code Certificate in the Land Records if required by the State.

Please acknowledge that you understand these requirements.

Response: Acknowledged.

25. Please confirm that the proposed freestanding sign is 10' from the front and side property lines or amend the plans accordingly. (Sorry, I told Skip in error that there was no side setback.)

Response: Revised plans address this comment.

26. To avoid a separate application fee, you should consider submitting a sign permit application for any proposed signage in conjunction with applying for a zoning permit to finalize the Planning Commission/Zoning Board of Adjustment decisions.

Response: We defer to the applicant.

You will be required to submit a photograph of the signs (as required by the Hartford Sign Ordinance) to the Zoning Administrative Officer upon installation. Please acknowledge that you understand this requirement.

27. Any approval will be conditioned upon receipt of an access permit from VTrans before construction commences.

Response: We understand this requirement.

28. Please acknowledge that you understand that construction of the project must comply with Section 260-31 B of the Hartford Zoning Regulations, which states:

Earth moving and hauling, rock drilling or crushing, jack hammer and similar excessively loud equipment shall not be operated on Sundays or between the hours of 5:30 p.m. and 7:00 a.m. except in emergency situations.

Response: See General Notes.

29. Please acknowledge that you understand that any stockpiling of materials related to the construction of the project must be located twice the distance of the height of the stockpiled materials from any public or private right-of-way or property boundary.

Response: See General Notes.

30. The Hartford Zoning Regulations provide that "Construction trailers may be used at construction sites for office and laboratory use on the condition that they are placed a minimum of ten feet from any property line, are used for a project with a valid zoning permit and are removed before a certificate of occupancy is requested. No construction trailer may be placed in such a way that obstructs sight distance along the traveled way, at any intersection or driveway. Any construction trailer found to obstruct sight distance will be required to be relocated immediately."

Please acknowledge that you understand these requirements.

Response: See General Notes.

31. Are you able to bring a laptop to the Public Hearings in order to share the site plans on the screen in the hearing room?

February 15, 2023

Response: Not at this time.

32. Please send me a single email with all application materials, including your response to this memo, and revised plans.

Response: Will do.

33. Please submit 15 copies of all application materials, including your response to this memo and revised plans. Please staple and fold the plan sets.

Response: Will do.