

**Approved Minutes
Planning Commission
February 23, 2016**

Present: Bruce Riddle, Peter Merrill, Robin Adair Logan, Toby Dayman, John Reid, Quinn Colgan, and Jo-Ann Ells, Zoning Administrative Officer

Absent: Sandra Mariotti, Selectboard Liaison

Administrative Matters

1. Minutes

Peter Merrill moved to approve the minutes of November 16, 2015 as written. John Reid seconded the motion and it passed 5-0-1 with Bruce Riddle abstaining.

Quinn Colgan moved to approve the minutes of December 28, 2015 with one edit. John Reid seconded the motion and the motion passed 5-0-1 with Peter Merrill abstaining.

Peter Merrill moved to approve the minutes of January 25, 2016 with two edits. Quinn Colgan seconded and the motion passed unanimously.

2. Administrative approvals

The Commission reviewed the following projects that were approved administratively:

- Northern Lights Gymnastics- replace parking lot lights with LED fixtures
- Bottle Redemption- North Main Street - Landfill/former SEVCA space
- River Roost Brewery- sign

3. Screening for Solar Facilities

Jo-Ann Ells explained that recent legislation gave municipalities limited authority to create screening requirements for solar projects over 15 kW. She noted that screening requirements shall not be more restrictive than screening requirements applied to commercial development in the municipality and given this restriction staff prepared draft amendments to the landscaping section of the Zoning Regulations to include screening of solar projects.

The Commission suggested several edits to the draft and agreed to hold a Public Hearing on March 28, 2016. Jo-Ann Ells noted she would obtain a legal review of the draft.

4. Next Public Hearing

All Commissioners anticipated being available for the March 28, 2016 hearing.

2. 11-16-15

5. Elect Vice Chair

It was noted that Rich Kozlowski had stepped down from the Commission and a new vice chair needed to be elected.

Peter Merrill nominated John Reid as vice chair. Robin Adair Logan seconded and the motion passed unanimously.

6. Public comment

None

Public Hearing

Bruce Riddle opened the Public Hearing. He noted that because the only people in attendance were the applicants who had been before the Commission numerous times he would forgo reviewing the hearing process. He administered the oath.

1. Application #16-01 by DEW Properties, LLC (owner/applicant) for approval of a lot line adjustment between lots 43-0127-001 and 46-0073-000, Prospect Street, White River Junction, in the CB-2 zoning district.

Shannon Harrington was present on behalf of the applicant.

Jo-Ann Ells reviewed the draft Findings of Fact noting several corrections.

Quinn Colgan asked Shannon Harrington to confirm the location of the proposed boundary line. She indicated the location on the plat.

There were no further questions.

Peter Merrill moved to close the Public Hearing. Robin Adair Logan seconded and the Public Hearing was closed.

Peter Merrill moved to approve the application with the noted changes. Robin Adair Logan seconded and the motion passed unanimously.

2. Application #16-02 by Railroad Row, LLC and William Bittinger (owners/applicants) for Site Development Plan Approval under section 260-16 and 260-46 of the Hartford Zoning Regulations, for approval of a mixed use building including commercial and residential space, lot 45-0123-000, 27 North Main Street, White River Junction, in CB and Design Review zoning districts.

Bill Bittinger was present.

Jo-Ann Ells noted that the project had been approved a number of times in the past. She

asked the applicant to give an overview of the project and point out the changes since the last approval in 2014.

Bill Bittinger reviewed the project and changes since 2014.

John Reid asked about parking in the downtown.

Jo-Ann Ells explained that there is a parking district that permits development to be done without on-site parking. She added that the Town Planner, Matt Osborn, has been doing parking surveys for a number of years to review availability and parking trends.

Bruce Riddle noted that the trend is for residents to rely on public transportation and walking.

Bill Bittinger stated that he has been discussing securing off-site parking on private land in the downtown.

Quinn Colgan asked about the purpose of the proposed service court. Bill Bittinger stated that it would be for vehicles serving the building.

Toby Dayman asked about the location of the proposed bike rack. Bill Bittinger noted that the location might change, but a rack would be provided.

Toby Dayman asked about the stormwater design. Bill Bittinger stated that all runoff would be captured.

Toby Dayman asked that a graphic scale be added to all of the plan sheets.

There was a brief discussion regarding tree pits, snow storage and landscaping.

Peter Merrill moved to close the Public Hearing. Quinn Colgan seconded and the Public Hearing was closed.

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

Peter Merrill moved to approve the application with the noted changes. Robin Adair Logan seconded the motion and the motion passed unanimously.

Adjournment

At 7:20 p.m. Robin Adair Logan moved to adjourn. Peter Merrill seconded the motion and the Hearing was adjourned.

Respectively Submitted,

Peter Merrill, Clerk