

**Approved
Meeting Minutes
Planning Commission
March 28, 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. Sketch Plan: Spencer Brouillette, Subdivision Amendment

Tim Schaal was present on behalf of the landowner.

Tim Schaal explained that his client owns one of two lots approved on Bliss Road previously as part of a subdivision by Bob Vahey. He reviewed the permit history of the property and stated that his client wanted to change the driveway location. He showed the location of the proposed driveway and approved building envelope on a plan.

Tim Schaal stated that the grade of the driveway would not be steeper than the approved driveway and noted the Highway Superintendent had been on site to review the proposed location of the driveway.

The Planning Commission did not voice any concerns with the application based on the information provided.

2. Sketch Plan: Byron Hathorn, Planned Development Assisted Living Facility

Byron Hathorn, Brooke Ciardelli, Lou Bieker, and Jay Barrett were present.

Jo-Ann Ells noted that the applicant wanted feedback on applying for an Assisted Living Facility in the downtown as a Planned Development, with flexibility on the height of the building, and if a “one-step” review under the Subdivision Regulations was possible.

Lou Bieker gave an overview of the project including a visual presentation.

Bruce Riddle and Quinn Colgan agreed that the application could be submitted as a Planned Development to allow for flexibility for the height of the building and that it might be possible to hear the application in one hearing.

Robin Adair Logan expressed her appreciation for the design of the project, but stated that she did not think it would be possible to decide on the application in one hearing based on the amount of information that needed to be reviewed.

2. 03-28-16

Toby Dayman agreed that two hearings may be needed. He stated he was comfortable with the proposed height.

John Reid stated that he was willing to allow for flexibility given the design of the building.

Peter Merrill stated the he agreed with Bruce Riddle and Quinn Colgan, and noted the Commission could continue the hearing on the application if they were not able to make a decision in one meeting.

The remainder of the administrative matters were deferred.

Public Hearing

After Bruce Riddle opened the Public Hearing, he explained the hearing process and Interested Party Rule. He then administered the oath.

1. Application #16-03 by James Henderson and Sylvia Provost (owners/applicants) to subdivide lot 45-0227-000 into two lots, Hickory Ridge, White River Junction, in an R-1 zoning district.

Tim Rockwood was present to represent the applicants.

Jo-Ann Ells reviewed the draft Findings of Fact.

There was a brief conversation regarding the common easement and parking.

Tim Rockwood noted that in the future the applicants may submit an application for a zoning permit to convert the garage/apartment to two dwelling units.

There was no public comment.

Robin Adair Logan moved to close the Public Hearing. Quinn Colgan seconded, and the Public Hearing was closed.

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

2. Application #16-04 by Cumberland Farms, Inc. and Catering in the Rough, LLC (owners/applicants) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for amendments to approved circulation patterns, lots 24-0088-000 and 24-0088-001, 1167 and 1147 Hartford Avenue, Wilder, in RC-2 and R-2 zoning districts.

Jon Anderson and Kevin Thatcher were present to represent the application.

Jon Anderson noted that in addition to the changes outlined in the draft Findings of Fact, the applicant proposes to construct a vestibule at the main entrance to the building.

The Commission reviewed the proposed changes to the southern curb cut.

Quinn Colgan questioned the safety of vehicles having the ability to cut between the two properties. Jon Anderson stated that the installation of a stop bar/sign would provide for safe circulation.

Quinn Colgan asked if the applicant would be installing a fence between the properties. Kevin Thatcher responded in the affirmative and noted the location of the fence.

There was no public comment.

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

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

Quinn Colgan moved to approve the application with the specified changes. Robin Adair Logan seconded, and the motion passed unanimously.

3. Application #16-06 by the Town of Hartford (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for the development of a recreational facility/sport fields, lot 14-0109-000, Lesle Drive and Balsam Lane, Hartford, in an approved Planned Development and Rural Lands and Agricultural Overlay Districts.

Parks and Recreation Director Tad Nunez was present.

Jo-Ann Ells reviewed the permit history on the property.

Tad Nunez reviewed the layout of the facility including the location of the completed and proposed improvements.

Bruce Riddle commented that the facility is a spectacular project and an asset to the Town.

John Reid questioned if there was room to construct the proposed turning lane on Route 5. Tad Nunez stated that the turning lane has been engineered and the design reviewed by VTrans. He added that additional traffic control planned for collegiate baseball games includes a traffic control officer and a shuttle to off-site parking. John Reid asked about traffic control during non-collegiate games. Tad Nunez stated that this would be controlled by program scheduling by his department. He acknowledged the importance of controlling use of the facility.

Toby Dayman asked for confirmation that the applicant was seeking approval of existing and proposed improvements. Bruce Riddle responded in the affirmative.

Toby Dayman noted that he lives near the soccer fields in Quechee and noted that parking is not an issue at these fields.

Toby Dayman asked when collegiate games will be played. Tad Nunez stated that they would start June 11th and there would be 22-25 games through August plus tournament games. He added that accommodating games for non-collegiate school age players would take priority.

The Commission reviewed the landscaping that was installed. Tad Nunez stated that he believed what was planted was adequate.

Tad Nunez reviewed the location of the proposed bleachers, concession stand, and press box.

It was noted that four porta-potties would be provided in addition to the bathrooms in the pavilion.

Toby Dayman asked that the bleachers be A.D.A. compliant. Tad Nunez confirmed that the bleachers would be A.D.A. compliant.

Quinn Colgan asked about the location of the off-site parking. Tad Nunez explained that this had not been determined.

The design of the baseball field lighting was reviewed.

There was no public comment.

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.

Peter Merrill moved to approve the application with the specified changes. John Reid seconded, and the motion passed unanimously.

Administrative Matters Continued

1. Review Minutes of February 23, 2016

Quinn Colgan moved to approve the minutes of February 23, 2016 as drafted. Robin Adair Logan seconded and the motion passed unanimously.

4. Elect Officers

Peter Merrill moved to re-appoint the existing officers (Bruce Riddle, Chair, John Reid, Vice Chair and Peter Merrill, Clerk). Quinn Colgan seconded and the motion passed unanimously.

5. Administrative Approval

Bruce Riddle reviewed the following projects that had been permitted administratively:

Tuckerbox/Farmers Market
DEW, Prospect Street
Retail/Crowler Big Fatty's

6. Discuss availability for the next Public Hearing

John Reid said that he was not available for the May 2nd hearing.

7. Public Comment

There was no public comment.

Adjournment

At 8:07 p.m. Peter Merrill moved to adjourn. Quinn Colgan seconded the motion and the Hearing was adjourned.

Respectively Submitted,

Peter Merrill, Clerk