

1. 09-12-16

**Approved  
Planning Commission  
September 12, 2016**

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

**Absent:** John Reid and Mike Morris, Selectboard Liaison

**Administrative Matters**

1. Minutes of July 11, 2016

Tabled.

2. Administrative Approval

Bruce Riddle reviewed the following projects that received administrative approval:

- Canvas awnings: 104/112 /230 South Main Street
- Retail: 568 North Main Street (Mason)
- Angry Goat Hot Sauce: 240 South Main Street
- Retail: 58 North Main (Dreamland/Bucy)
- Expansion of Crematory: 903 Hartford Ave. (Knight's)
- HVAC screening: 76 Gates Street (Northern State)
- Restaurant: 1 Quechee Main Street (Brad's Crazy Side)

4. Application Process

The Commission and Zoning Administrator discussed what happens before an application is heard and afterwards.

5. Availability for the next Public Hearing

Jo-Ann Ells stated that no applications were received and therefore the October 17, 2016 Public Hearing was cancelled.

6. Public Comment

None

**Public Hearing**

After Bruce Riddle opened the Public Hearing, he introduced the Commission and Zoning Administrator, and explained the Hearing process. He then administered the oath.

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Bruce Riddle noted that applications #16-05 and #16-18 were withdrawn.

1. Application #16-16 by Leonard Morse and Gwen Tuson (owners) and Henry Hazen (applicant) for a One Step Subdivision involving the division of lot 04-0060-001 into two lots, 2499 Christian Street, Hartford, in R-2, RL-5 and the Rural Lands Zoning Districts.

Leonard Morse, Gwen Tuson, Henry Hazen and Tim Rockwood were present.

Jo-Ann Ells clarified that lot 04-0059-000, while contiguous and owned by Morse, was not part of the application.

Tim Rockwood gave an overview of the application including the history of the lot, layout, agricultural use, building envelopes and natural resources.

There was discussion about proposed lot 04-0060-001 being an odd-shaped lot and the applicant's request that the two "legs" of the lot be counted together to meet the minimum lot width requirement. Bruce Riddle commented that the proposed layout preserves the existing development pattern in the area.

Toby Dayman asked about the recent cutting of trees on proposed lot 04-0060-002. Henry Hazen stated that the trees were an invasive species (Buckthorn).

Bruce Riddle asked if portions of proposed lot 04-0060-002 would be conserved. Henry Hazen stated that he had contacted the Land Trust, but had not heard back from them.

Peter Merrill suggested that the Commission take a formal vote on the request for an odd-shaped lot noting the proposed measurement suggested in Finding of Fact #13 and the Commission's authority to grant waivers.

Quinn Colgan moved to approve the request for an odd-shaped lot. Peter Merrill seconded and the motion passed unanimously.

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 Findings of Fact as discussed.

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

2. Application #16-17 by Knight Properties, LLC (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for an accessory

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structure, lot 43-0020-000, 903 Hartford Avenue, Hartford, in RC-2, R-2 and R-1 Zoning Districts.

Jeff Knight and Chris Holzwarth were present.

Jo-Ann Ells reviewed changes the Zoning Board of Adjustment made to the Findings of Fact and suggested the Planning Commission consider the same.

Chris Holzwarth explained that the applicant had recently received administrative approval to construct an addition on the crematory (referred to as Phase #1) and was seeking approval for the construction of an accessory building (Phase #2).

Toby Dayman asked where employees park. Jeff Knight pointed out the areas where employees park on the plan.

Toby Dayman asked if the applicant had a dumpster. Jeff Knight explained that trash is stored inside.

Toby Dayman asked about the height of the accessory structure. Jeff Knight stated that it was 10' to the eve.

Toby Dayman asked that the proposed arborvitaes be extended to the east if any trees are removed during construction.

Toby Dayman questioned if the Phase #1 part of the project should have been approved administratively. Bruce Riddle noted that the size of the addition was small.

There was no public comment.

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

Jo-Ann Ells revised the changes to the Findings of Fact.

Quinn Colgan moved to approve the application with the noted changes. Jacques Harlow seconded and the motion passed unanimously.

### **Adjournment**

At 7:20 p.m. Peter Merrill moved to adjourn. Toby Dayman seconded the motion and the Hearing was adjourned.

Respectively Submitted,

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Peter Merrill, Clerk