

**DRAFT
Minutes
Hartford Planning Commission
February 10, 2020**

Present: Bruce Riddle, John Reid, Toby Dayman, Dave Sherman, Dillon Bianchi, Kim Souza, Selectboard Liaison, Lori Hirshfield, Planning and Development Director and Jo-Ann Ells, Zoning Administrator

Absent: Robin Adair Logan

Administrative Matters

1. Changes to the Regional Plan

Lori Hirshfield distributed several documents related to the update of the Regional Plan.

Lori Hirshfield noted the review of updates to the plan have been on going at workshops and discussions with the Selectboard. She noted that a primary discussion was principle retail in the QG zoning district. (See handout dated Wednesday, January 22, 2020)

John Reid commented that the description of the area as “unique” was good. He noted that he would like to see VINS added as a contributor to the area. Lori Hirshfield responded by stating that VINS was considered part of the area for tourism. John Reid suggested noting the State campground. Lori Hirshfield noted that the area is more than just the gorge.

There was a discussion about the definitions outlined in a document dated August 23, 2019 and the suggestion that projects have pedestrian interconnectedness.

Lori Hirshfield suggested that the Commission support the Plan amendments and note any objections so the Town’s opinion would at least be on the record for future Act 250 applications. All agreed.

Lori Hirshfield encouraged Commissioners to email her any additional comments.

Public Hearing

Bruce Riddle opened the Hearing and administered the oath.

1. Application #20-01 by Execusuite, LLC (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for a reduction in the required number of parking spaces for one unit in an existing multi-family dwelling, lot 46-0030-000, 112 South Main Street, White River Junction, in a CB zoning district.

Tim Sidore and Jim Wasser were present.

2. 02-10-20

Tim Sidore gave an overview of the application.

The exact size of the “9th apartment” came into question. It was noted that it needed to be clarified.

Toby Dayman asked about the location of the parking for the pre-existing eight units. Jo-Ann Ells stated that it was mainly off site.

There was a brief discussion about the intent of the application.

There was no public comment.

John Reid moved to close the Public Hearing. Dave Sherman seconded and the Public Hearing was closed.

Jo-Ann Ells noted that a condition regarding clarification of the size of the 9th apartment needed to be added to the Decision.

John Reid moved to approve the application with the condition as stated. Toby Dayman seconded and the motion passed unanimously.

2. Application #20-02 by Execusuite, LLC and Jesse Labombard (owners/applicants) for approval of a one-step subdivision to annex a portion of lot 46-0034-000 to lot 46-0030-000, 132 South Main Street and 4 Gates Street, White River Junction, in a CB zoning district.

Tim Sidore and Jim Wasser were present.

Jo-Ann Ells reviewed the draft Findings of Fact.

Jim Wasser clarified the location of the proposed property lines on the survey which includes a portion of the structure at 4 Gates Street.

Mike McCrory introduced himself and noted that he is a Board member at Cover Home Repair. He asked if the applicant planned to remove the portion of the building at 4 Gates Street being added to their property. Tim Sidore stated that the building would remain.

John Reid moved to close the Public Hearing. Dave Sherman seconded and the Public Hearing was closed.

John Reid moved to approve the application with the noted change. Dave Sherman seconded and the motion passed unanimously.

3. Application #20-03 by Execusuite, LLC (owner/applicant) for approval of an

3. 02-10-20

amendment to an approved Planned Development and Site Development Plan approval under sections 260-45, 260-46 and 260-47 of the Hartford Zoning Regulations, lot 46-0030-000, 132 South Main Street, White River Junction, in the CB and Design Review Zoning Districts.

Tim Sidore and Jim Wasser were present.

Jim Wasser reviewed the proposed changes to the height of the building and the design of the building.

Jim Wasser reviewed the proposed changes to the site plan.

Dave Sherman asked if the proposed catch basins would connect to the proposed on site stormwater system. Jim Wasser confirmed that they would.

John Reid asked about the durability of the paint on the proposed louvers. Jim Wasser stated that the paint would be added in the factory and would be durable for the life of the louvers.

Toby Dayman stated that he thought the changes to the site plan were an overall improvement.

Toby Dayman asked about trash. Jim Wasser stated that it will be stored inside the building.

Toby Dayman questioned if the new roof top mechanical needed to be screened. Jim Wasser stated that he looked at this issue and concluded that given its low visibility it was not necessary to screen it.

Bruce Riddle asked if there was any public comment.

Kim Souza shared comments from the Design Review Committee regarding the importance of designing the HVAC system. It was noted that as plans near the construction stage unforeseen changes to the project are often made.

Mike McCrory commented that while not a concern, he thinks the project and mechanical units will be seen from the municipal parking lot.

Mike McCrory asked if people outside on Cover's lot would be negatively affected by glare from the building. Jim Wasser commented that while he did not anticipate any problems, he would look into it.

John Reid moved to close the Public Hearing. Dave Sherman seconded and the public hearing was closed.

Jo-Ann Ells noted two changes to the Findings.

John Reid moved to approve the application with the noted changes. Toby Dayman seconded and the motion passed unanimously.

Administrative Matters Continued

1. Minutes

John Reid moved to approve the minutes of December 2, 2019. Dave Sherman seconded and the motion passed unanimously.

2. Administrative Permits

Bruce Riddle reviewed the following Administrative Permits:

- Former Elk's building (office, event space, afterschool program, café)
- Upgrades to tower at Main Street Museum
- Convert part of former retail space (All Decked Out) to Massage Therapy

3. Availability for the next Public Hearing

All Commissioners anticipated being available for the March 16th Hearing.

4. Public comment

Bruce Riddle commented that he would like to see work on revision to the town plan begin. Jo-Ann Ells dated she would pass this on to staff.

Mike McCrory commented that the Commission should consider inclusionary zoning.

Mike McCrory gave his opinion on why the population is shrinking and housing remains a problem.

Adjournment

At 7:40 p.m. John Reid moved to close the Hearing and the Hearing was adjourned.

Respectively Submitted,

Toby Dayman, Clerk