

**Approved  
Minutes  
Hartford Planning Commission  
May 22, 2023**

**THIS MEETING WAS CONDUCTED IN COMPLIANCE WITH  
THE VERMONT OPEN MEETING LAW  
IN PERSON WITH ELECTRONIC PARTICIPATION AVAILABLE**

**Present:** John Reid, Chair, (01-11-24), Bruce Riddle, Vice Chair, (02-07-25), Toby Dayman (06-28-24), Dillon Bianchi (09-05-25), John Heath (03-22-24), Colin Butler (07-12-24), Kim Souza, Selectboard Liaison, and Jo-Ann Ells, Zoning Administrator

**Absent:** None

**Administrative Matters**

John Reid read the Hybrid Meeting Script and took a roll call.

1. Public Comment

None

2. Minutes

Bruce Riddle moved to approve the minutes of April 17, 2023. Colin Butler seconded, and the motion passed unanimously.

3. Administrative Permits

None

4. Act 250 Applications

Jo-Ann Ells noted the following permit applications from the Act 250 database:

- Fox Lane (bedroom addition)
- VINS (bird food prep. Area)

5. Town Plan Steering Committee update

It was noted that the Committee would be meeting in the following weeks

6. Regional Planning Commission update

Bruce Riddle reported that at the last meeting of the Regional Planning Commission a

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draft river basin plan had been approved. He briefly described the plan.

Colin Butler asked if there were any on-line dynamic planning/natural resource maps. Jo-Ann Ells offered to send him a link.

## 7. Climate Action Plan Update

John Reid noted that Dana Clawson, the Town's Energy Environmental Sustainability Coordinator, is working on scheduling a workshop with the Planning Commission to review Preferred Siting Guidelines for Solar Projects prepared by a Vermont Law & Graduate School student and a potential solar array project on Braley Drive.

Colin Butler noted that he would like to review information about a recent denial of a preferring siting request for a solar project on Christian Street by the Selectboard.

The Commission questioned their authority to require solar installations and EV charging station in their approvals.

## 8. Availability for upcoming Public Hearings

Bruce Riddle noted he was not available for the May 24<sup>th</sup> Hearing as he would be attending a RPC Board meeting that evening.

John Heath noted he was not available for the June 26<sup>th</sup> Hearing.

## **Public Hearing**

John Reid opened the Public Hearing, explained the Hearing process, and administered the oath.

1. Application #23-03 by Ke Zhang (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations to add a fourth dwelling unit to an existing multi-unit dwelling, lot 31-0098-000, 153 Christian Street, White River Junction, in VR-C and R-3 zoning districts.

The applicant, Ke Zhang was present.

Ke Zhang explained that he was proposing to convert a 1,400 sq. ft + dwelling unit into two units.

John Reid asked if parking spaces would be designated.

It was agreed this was not necessary.

Colin Butler asked about the location of the trash bins and snow storage. Ke Zhang stated that the bins are currently in front of the garage, but would be moved to the side. He

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added that snow would be stored on the other side of the garage. Colin Butler asked if recycling bins were provided. Ke Zhang confirmed they were provided.

Bruce Riddle asked if the building would be required to be equipped with a sprinkler system. Ke Zhang stated that he had spoken with the Fire Marshall and the building was not required to be equipped with a sprinkler system.

Bruce Riddle suggested four small, salt tolerant plantings be installed on the north east side of the property.

There was no public comment.

Bruce Riddle moved to close the Public Hearing. Dillon Bianchi seconded, and the Public Hearing was closed.

Bruce Riddle moved to approve the application with the addition of plantings as noted. Dillon Bianchi seconded, and the motion passed unanimously.

2. Application #23-04 by Quechee Lakes Landowners Association (owner/applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations and compliance with the Quechee Lakes Master Plan for improvements to the Racket Sports Center, lots 07-0086-Q-Club and 07-0087-Q-Ski, 3366 and 3283 Quechee Main Street, Quechee, in the Quechee Lakes Planned Development.

Ken Lallier of Quechee Lakes and Will Davis of Horizon Engineering were present.

Will Davis gave an overview of the project.

The location of the doors on the proposed warming hut, pedestrian circulation including ADA access, and lighting were discussed.

Toby Dayman asked if the parking by the maintenance barn would remain. Ken Lallier confirmed it would remain.

The removal of a portion of the Fells Barn was discussed. Ken Lallier noted that the area to be demolished was not considered historic.

John Heath asked if a permit was needed for the demolition. Jo-Ann Ells noted that it might be required by the Fire Department and likely Act 250. Ken Lallier confirmed they are working with the Fire Marshall and understand they needed an Act 250 permit.

Will Davis described the proposed lighting and confirmed the height of the pole lights was 15'.

There was a discussion about runoff and the proposed infiltration system.

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Colin Butler expressed concern with maintenance of the golf course affecting the water quality of the river. Ken Lallier responded stating that they make every effort to avoid potentially polluting runoff from the golf courses and are constantly monitored to make sure their efforts are successful.

Will Davis described the proposed screening for the new trash/recycling area.

The location of handicap parking spaces and EV charging stations were discussed.

It was agreed that a planting plan needed to be approved by the Chair before a CO was issued.

There was no public comment.


Bruce Riddle moved to close the Public Hearing. Dillon Bianchi seconded, and the Public Hearing was closed.

Bruce Riddle moved to approve the application with the requirements regarding the planting plan as discussed. Dillon Bianchi seconded, and the motion passed unanimously.

### **Adjournment**

At 7:15 p.m., Toby Dayman moved to adjourn. Colin Butler seconded, and the Hearing was adjourned.

Respectively Submitted,

  
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Toby Dayman, Clerk