AGENDA MEMORANDUM
May 21, 2019
Town Selectboard Public Hearing Item: 2b and 2.b.1

Submitted by: Lori Hirshfield, Director, Department of Planning & Development
and Matt Osborn, Planner, Department of Planning & Development

Subject: 2.b 2019 Town Plan Amendments: 1st Selectboard Public Hearing
2.b.1 Consideration of Town Plan Amendments

Purpose: The May 21st Selectboard meeting will serve as the first public hearing for the 2019 Draft Town Plan. A minimum of two Selectboard public hearings are required. The second public hearing is scheduled for June 4th.

Background: This memorandum follows the memorandum sent to the Selectboard on April 5, 2019 and the May 7th agenda memorandum regarding the 2019 Town Plan Amendments. The 2019 Draft Town Plan, dated April 5, 2019 was approved by the Hartford Planning Commission on April 1st. Also included with the Draft Town Plan was the Planning Commission Report on the Draft Plan. Please refer to and bring these documents to the May 21st and June 4th public hearings.

Town Plan Adoption Process
In accordance with 24 VSA Ch. 117, the Selectboard should take the following steps to consider amendments/re-adoptions of the Hartford Town Plan.

1. The Selectboard must hold a minimum of two public hearings not less than 30 days, nor more than 120 days from the date following submittal of the Planning Commission’s approved Draft Town Plan; this was submitted to the Selectboard on April 5, 2019. Two public hearings have been scheduled for May 21 and June 4, 2019. A legal notice for the public hearings appeared in the Valley News on May 3, 2019. A second public hearing notice will appear in the Valley News on May 17, 2019. This will meet the 15-day legal warning period before each public hearing. Notices also have been posted on the Town website, Bugbee Senior Center, Hartford Library, Quechee Library, Wilder Library, Planning Office and the Town Clerk’s office. Postings also have been made on the Hartford List Serve.

2. At the public hearing on May 21, 2019, staff will make a brief presentation. To meet the state requirements for completion of the first public hearing, the Selectboard will need to receive public comment and close the public hearing. The Selectboard may make minor, non-substantive changes. If substantive changes are made at the May 21st Selectboard hearing, the final public hearing must be rescheduled to June 5, 2019.
or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.

3. If substantive changes are made at the May 21st public hearing, the Selectboard must file a copy of the changed proposal with the clerk of the municipality, the Planning Commission and any individual or organization requesting a copy. The Planning Commission also must submit to the Selectboard at or prior to the 2nd public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in Section 4302 of Chapter 117 of Title 24 of the Vermont Municipal and Regional Planning and Development Act.

4. If no substantive changes are made at the May 21st public hearing, then the Selectboard may proceed with the second public hearing on June 4th. If substantive changes are made at the May 21st public hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.

5. The Town Plan must be adopted by a majority of the members of the Selectboard at a meeting which is held after the final public hearing. The meeting can be on the same day as the final public hearing.

6. The Plan becomes effective upon adoption.

**Discussion:** At the May 7th Selectboard meeting, the Selectboard made a number of comments, inquiries and suggestions which staff has reviewed in more depth. Attached are staff's responses, dated May 15, 2019, of how they can be incorporated into the current Draft Town Plan or in the future update of the Plan.

**Financial Impact:** There is no direct financial impact.

**Recommendation:** To meet the state requirements for completion of the first public hearing, receive public comment and close the public hearing. Accept staff's responses and non-substantial changes to the Draft Town Plan noted in the attached May 15, 2019 document, and agree on any other changes.

**Attachments:** Summary of 5/7/19 Selectboard Comments and Staff Responses
2019 Hartford Town Plan Update  
Proposed Amendments/Readoption  
4/5/2019 Draft Plan

On April 1, 2019, the Planning Commission approved the Draft Town Plan, the Planning Commission Report, and forwarding these to the Hartford Selectboard to proceed with the adoption process. These were submitted to the Selectboard on April 5, 2019, and public hearings have been scheduled for May 21, 2019 and June 4, 2019.

At the May 7, 2019 Selectboard overview of the draft Plan, there were comments, inquiries and suggestions. Attached are staff responses, dated May 15, 2019, of how these items are reflected in the April 5, 2019 Draft Plan, are technical corrections/non-substantial changes to the April 5, 2019 Draft Plan, or could be considered in a future update of the Plan.

<table>
<thead>
<tr>
<th>Note: “Technical Corrections”</th>
</tr>
</thead>
</table>
| If adopted by the Selectboard, technical corrections (updates) will be made to the April 5, 2019 Draft Hartford Town Plan as necessary to incorporate any adopted amendments within the current Plan. These technical corrections will not affect the intent, concept, meaning or extent of the Plan. These include but are not limited to the following:
| - Update Table of Contents  
- Replace/update terms, statutory references, acronyms throughout the document  
- Provide or correct definitions  
- Provide consistency in terminology  
- Update figures, tables, and referencing amended sections  
- Renumber subsections and pages  
- Spelling corrections and formatting  
- Nonsubstantial changes noted in the May 15, 2019 staff response to items identified at the May 7, 2019 Selectboard meeting  
- Nonsubstantial changes approved at the Selectboard public hearings. |

Dated May 17, 2019
May 7, 2019 Hartford Selectboard
Discussion of Hartford Town Plan Update

Staff Responses to Comments - May 15, 2019

**Selectboard Members**: Simon Dennis (Chair), Dick Grassi (Vice Chair), Dennis Brown, Jameson Davis, Dan Fraser, Alan Johnson, and Kim Souza.
**Staff**: Brannon Godfrey, Town Manager, Lori Hirshfield, Planning and Development Department Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.
**Public Comments**: Bruce Riddle, Planning Commission Chair and Eric Kraus, Energy Commission Chair.

**Selectboard Comments**

1. Dennis Brown: He requested that staff post the PowerPoint presentation on the Town website.

   **Staff Response**: The PowerPoint presentation was posted on the website on May 9th.

2. Kim Souza: Is the intent to replace “Master Plan” with “Town Plan” throughout the entire Plan?

   **Staff Response**: Yes. Staff will replace any reference to “Master Plan” with “Town Plan”.

3. Alan Johnson: Noted one of the common themes throughout the 2018 community forums was mixed-use development and inquired how this is reflected in the Draft Plan.

   **Staff Response**: Mixed-use development is a concept that appears throughout the current Town Plan and is encouraged. There is a link between housing, economic development and land use. This fall, staff will begin work on the update of the housing and economic development chapters which will include more community engagement about mixed-use development.

4. Jameson Davis: According to the Conservation Law Foundation, there is a link between environmental justice and climate change where the impact on rural and low-income areas can be greater. Suggested using the current term “environmental justice” in the Town Plan to reflect this situation. Also noted the importance of providing access to community resources to all residents. Regarding the commercial siting of renewable energy facilities, suggested taking into account who lives there. Often, it can be lower income communities who are impacted the most. He cautioned that using a cost/benefit analysis is not always the best approach.

   **Staff Response**: The Energy Chapter includes equity and inclusion as key objectives throughout. Regarding renewable energy in particular, the Chapter makes the following statement:

   - “promote equity, self-sufficiency, and a culture of energy awareness by involving a majority of residents and businesses in achieving the State goal of 90% renewable by 2050 and the GHG Emission Reduction mandate” (p. 15)

This statement is backed by a goal of achieving 90% participation by 2030, meaning that 90% of residents are benefiting from renewable energy either through direct ownership or participation in a community solar array.
Goal RE2, Strategy 2, also calls for supporting equitable carbon pollution fees that “promote the goals of Hartford’s Strategic Vision”. (p. 19)

The chapter also supports assistance to low-income residents specifically by recommending capital be available to income qualified residents for renewable energy projects.

Additionally, the introduction to the Renewable Energy section of the Energy Chapter includes the following statement:

- “with broad participation, no one part of the community bears the burden of having all the renewable generation in their backyard” (p. 15)

The intent of this statement is to highlight the importance of having generation sited as close to load as possible; to spread the benefits across diverse populations in town; and to consider these objectives when siting systems. The statement also is intended to emphasize the importance of not siting renewable development in rural areas for the benefit of major population centers.

Given the above are examples of environmental justice, we believe we can add the following language to the narrative section on page 15 of the Energy Chapter as an editorial function to state and define a recognized term for what is already stated in the Draft Plan, without altering the Plan’s meaning or intent.

An important component of increasing the awareness and involvement of the Hartford community in energy issues and opportunities, is understanding and promoting “Environmental Justice.” According to the federal Department of Energy, environmental justice “is the fair treatment and meaningful involvement of all people—regardless of race, ethnicity, income, or education level—in environmental decision making.” To achieve this, it is important to have programs that are “designed to build and sustain community capacity for meaningful participation for all stakeholders”.

5. Simon Dennis: Commented on tracking greenhouse gas emission goals and developing tools for measuring progress.

Staff Response: Reduction of greenhouse gas (GHG) emissions is a major theme of the Energy Chapter. Also, under multiple goals in the chapter there is a strategy to “Evaluate, Publicize, and Revise Plan” with an action item to “Evaluate progress against goal annually and revise plan as needed.” Suggest adding the following additional action item to these strategies:

Establish annual targets to reduce GHG emissions, method(s) to evaluate annual progress in meeting GHG emission goal, and revise plan as needed.

Since reducing GHG Emissions is a major theme throughout the Energy Chapter, we see this addition as editorial and not a substantial change to the Draft Town Plan.

6. Simon Dennis: Expressed concern about culvert sizing and that the VTrans 25-year storm design standard is inadequate given climate change. He stated that Hanover has gone to a 500-year event for culvert sizing. He thinks Hartford should consider moving to that standard.
7. Simon Dennis: Noted that the Resilient Hartford has identified other resilience risks that should be mentioned in the Flood Resilience chapter including interruptions to supply lines, food security, communications security and energy security.

   Staff Response: The Flood Resilience chapter is a specific state requirement for a Town Plan. The Town’s adopted Hazard Mitigation Plan (HMP) is much broader in scope and addresses many other resilience areas. The HMP is in the process of being updated, and the Selectboard will be considering the update and re-adoption shortly. The updated HMP can be included by reference in the next Town Plan update.

8. Alan Johnson: Suggested using 2-D pie charts only, as 3-D pie charts can be misleading.

   Staff Response: The pie charts will be changed. This is not considered a substantial change to the Draft Town Plan.


   Staff Response: The current version of the Draft Plan focuses on content. Given that formatting is not a substantial change, staff recommending the Draft Plan be adopted, and authorizing staff to complete the formatting after adoption.

10. Simon Dennis: Noted the connection between land use/zoning and emissions.

    Staff Response: We would include this discussion in the next Town Plan update that would begin this Fall.

11. Alan Johnson: Noted that autonomous vehicles are coming sooner than we think.

    Staff Response: We can include discussion on this in the next Town Plan update.

12. Dick Grassi: Asked when we can begin the discussion about mixed-use development and siting?

    Staff Response: We would include this discussion in the next Town Plan update that would begin this Fall.

13. Simon Dennis: Goal #4 in the Flood Resilience Chapter states: “Ensure no net loss of flood storage capacity in an effort to minimize potential impacts from flooding.” He suggested adding a strategy or action that identifies soil biology, mulching and composting as methods to reduce potential impacts of flooding as well as reducing impervious surfaces.

    Staff Response: The suggested addition seems be addressed under the Chapter’s Goal #3, which outlines a process to identify and put in place procedures, policies and regulations to reduce flooding and fluvial erosion.

    “Encourage the protection and restoration of floodplains and upland forest areas to attenuate and moderate flooding and fluvial erosion.
Strategy 1: Mitigate impact of flooding in riverbanks, wetlands, riparian buffers, farms, forest and other open land through better management and protection of watersheds and sensitive natural resources in and around these areas.

Actions:
a. Assemble working group and identify sensitive areas and opportunities for protection.
b. Develop draft policies and recommendations.
c. Finalize policies/recommendations and initiate implementation.
d. Update stormwater management, sediment and erosion control regulations to comprehensively address fluvial and other erosion, steep slopes and stream buffers.
e. Investigate developing a town-wide program to collect, map and address accurate fluvial geomorphic data for the river corridors.

14. Kim Souza: Expressed concern about including the Capital Improvements Program (CIP) list of priority projects in the Town Plan since it is a work in progress. The Selectboard is trying to be objective and is currently developing a matrix, but it hasn’t been completed.

Staff Response: Including the CIP in the Town Plan is a requirement of the Two Rivers- Ottauquechee Regional Commission. Staff will add language stating that it is a work in progress. This is not considered a substantial change to the Draft Town Plan.

Public Comments

1. Erik Kraus: Stated that the next version of the Flood Resilience chapter needs to address the risks of climate change and the need for deep adaptation strategies in the next 3-5 years.

Staff Response: Will review suggestion in the next Plan update process.
AGENDA MEMORANDUM
May 7, 2019
Town Selectboard Meeting Item: 4c
Submitted by: Lori Hirshfield, Planning & Development Director
and Matt Osborn, Planner

Subject: Presentation and Discussion of the 2019 Town Plan Amendments

Purpose: The May 7th Selectboard meeting will be a presentation and discussion to introduce the Draft Town Plan. The two required Selectboard public hearings will be held on May 21 and June 4.

Background: This memorandum follows the memo sent to the Selectboard on April 5, 2019, along with the 2019 Draft Town Plan, dated April 5, 2019 and approved by the Hartford Planning Commission on April 1st. Also included was the Planning Commission Report on the Draft Plan. Please refer to and bring these documents to the May 7th meeting and the public hearings on the Draft Town Plan.

Town Plan Adoption Process
In accordance with 24 VSA Ch. 117, the Selectboard should take the following steps to consider amendments/re-adoptions of the Hartford Town Plan.
1. The Selectboard must hold a minimum of two public hearings not less than 30 days, nor more than 120 days from the date following submittal of the Planning Commission’s approved Draft Town Plan; this was submitted to the Selectboard on April 5, 2019. Two public hearings have been scheduled for May 21 and June 4, 2019. A legal notice for the public hearings appeared in the Valley News on May 3, 2019. A second public hearing notice will appear in the Valley News on May 17, 2019. This will meet the 15-day legal warning period before each public hearing. Notices also have been posted on the Town website, Bugbee Senior Center, Hartford Library, Quechee Library, Wilder Library, Planning Office and the Town Clerk’s office. Postings also have been made on the Hartford List Serve.

2. At the public hearing on May 21, 2019, staff will make a brief presentation. To meet the state requirements for completion of the first public hearing, the Selectboard will need to receive public comment and close the public hearing. The Selectboard may make minor, non-substantive changes. If substantive changes are made at the May 21st Selectboard hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.
3. If substantive changes are made at the May 21st public hearing, the Selectboard must file a copy of the changed proposal with the clerk of the municipality, the Planning Commission and any individual or organization requesting a copy. The Planning Commission also must submit to the Selectboard at or prior to the 2nd public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in Section 4302 of Chapter 117 of Title 24 of the Vermont Municipal and Regional Planning and Development Act.

4. If no substantive changes are made at the May 21st public hearing, then the Selectboard may proceed with the second public hearing on June 4th. If substantive changes are made at the May 21st public hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.

5. The Town Plan must be adopted by a majority of the members of the Selectboard at a meeting which is held after the final public hearing. The meeting can be on the same day as the final public hearing.

6. The Plan becomes effective upon adoption.

**Financial Impact:**
There is no direct financial impact.

**Recommendation:**
For information and discussion only. No motion required.

______________________________________________
Town Manager
MEMORANDUM

April 5, 2019

TO: Hartford Selectboard
    Brannon Godfrey, Town Manager

FROM: Lori Hirshfield, Director, and Matt Osborn, AICP, Planner
       Department of Planning and Development Services

SUBJECT: 2019 Hartford Town Plan Amendments/Readoption
          Statutory Notice to the Selectboard for its May Town Plan Public Hearings

In Vermont, State Statute requires that the Municipal Plan be updated or readopted every five years. The Municipal Plan for Hartford has been referred to as the “Town of Hartford Master Plan”, and was last amended/adopted by the Selectboard on May 27, 2014. In an effort to be more in line with Vermont communities, staff and the Planning Commission propose renaming it the “Hartford Town Plan” with the present update.

Over the past year, staff, the Planning Commission and the Town Plan Steering Committee have been holding workshops on the Plan update. Last summer, a series of five Community Forums were held in June and July. The Community Forums provided a wealth of information and public input. In many instances, these are reflective of current activities and aspirations. In other instances, new directions and approaches were suggested. We recognize the community forums are the beginning of a process to further explore these new ideas within the Hartford community, and would take more time than available for the current update of the Town Plan. A summary of the outcomes of the community forums is included in this update as an appendix to recognize their importance and the commitment to further discussion.

On March 25th and April 1st, 2019, the Planning Commission held public hearings on the Draft Plan, and on April 1st voted to approve the Town Plan amendments/readoption, and submit it to the Selectboard for consideration. The current draft Plan is focused on content. Formatting, layout and graphics will be incorporated into the document after Selectboard adoption. All of the chapters have been updated except housing and economic development, and a new chapter, flood resilience, was added to meet a recent statutory requirement (See below for summary of changes by chapter). The housing and economic development chapters will undergo a major update beginning in the fall, including identifying additional opportunities to reduce the amount of information provided in the Plan, and updates for 2020 Census information.

Public hearings with the Selectboard have been scheduled for the regular May 7th and May 21st meetings. The action for consideration before the Selectboard will be to adopt the proposed amendments to the Town Plan and readopt the housing and economic development chapters. This memo and packet fulfill the state required notification.

The following materials are for your review:


Additional information on the Town Plan adoption process will be provided prior to the May 7th Public Hearing.

The following is a summary of the Plan changes:

**Introduction** - Updated, added sections on Hartford's geography, Hartford’s assets, guiding principles and town planning goals.

**Chapter 1, Historic Resources** - Updated, some minor reorganization, shortened chapter, added sections on threats to historic resources, cemeteries, a timeline and developed goals, strategies and actions.

**Chapter 2, Land Use** – Given major update in 2014, this draft includes basic updating, eliminated section on the 2003 build-out analysis, converted recommendations to goals, strategies and actions.

**Chapter 3, Population** - Updated, shortened chapter, reduced the number of tables, added a section on race and developed goals, strategies and actions.

**Chapter 4, Housing** - No changes. The Chapter will undergo a major update within the next two years.

**Chapter 5, Economic Development** - No changes. The Chapter will undergo a major update within the next two years.

**Chapter 6, Community Facilities and Services** - Updated, added Capital Improvements Program information, and converted recommendations to goals, strategies and actions. Added new sections on the DPW facility, adult vocational training and higher education.

**Chapter 7, Utilities** - Updated, converted recommendations to goals, strategies and actions.

**Chapter 8, Transportation** - Updated, converted recommendations to goals, strategies and actions.

**Chapter 9, Natural Resources** - Updated and shortened chapter, added section on forest blocks and critical wildlife habitat and working landscapes, and converted recommendations to goals, strategies and actions.

**Chapter 10, Energy** - Major overhaul of previous Energy Chapter. The Chapter is separated into three sections (transportation, building integrity, and renewable energy) to better align with the State’s and Regional Commission’s Comprehensive Energy Plans. The focus is on pursuing greater energy conservation, efficiency, and use of renewable energy for municipal operations, residents, and businesses; public education; and providing greater access to financing for energy penetration.
efficiency and renewable energy technologies. Specific recommendations include stricter standards to achieve net-zero new construction by 2030; increased use of the State’s ridesharing program; increased funding for public transportation; and siting criteria for commercial renewable energy facilities.

Chapter 11, Flood Resilience – A new chapter that incorporates information from the Hartford Hazard Mitigation Plan.

Chapter 12, Relationship of Plan to Development Trends and Plans for Adjacent Towns and Region – (Previously Chapter 11) Updated.
Planning Commission Reporting Form  
For Municipal Plan Amendments  

Town of Hartford  
Town Plan Amendments and Re-Adoption  
Approved by the Hartford Planning Commission February 20, 2019  

Background: The Municipal Plan for Hartford is entitled the Hartford Town Plan. It was last amended on May 27, 2014 and was known as the Hartford Master Plan. The 2014 Master Plan was a readoption and followed the 2007 Master Plan with updates to the Population, Housing and Land Use chapters, a change in the Energy Goals, and the addition of a new Child Care section. The 2007 Master Plan was a comprehensive overhaul of the previous Plan. In 2008, many of the recommendations in the Master Plan were implemented through the adoption of amendments to the Zoning Regulations.

The Hartford Planning Commission and the Town Plan Steering Committee have been working for the past year to update the Town Plan. The Plan amendments consist of modest updates to all chapters except Housing and Economic Development chapters which will be a re-adoption of the existing chapter and the Energy Chapter which was a major overhaul of the previous version. In the summer of 2018, five community forums were held to solicit public input for the Plan update. The comments have been incorporated into each of the revised chapters.

This report is in accordance with 24 V.S.A. §4384(c) which states:

“When considering an amendment to a plan, the planning commission shall prepare a written report on the proposal. The report shall address the extent to which the plan, as amended, is consistent with the goals established in §4302 of this title.

The Hartford Town Plan continues to be consistent with the goals established in 24 V.S.A. §4302 as demonstrated throughout the Town Plan and particularly in the Land Use Chapter.

If the proposal would alter the designation of any land area, the report should cover the following points: Not applicable. The Town Plan does not alter the designation of any land from the 2014 Plan.

1. The probable impact on the surrounding area, including the effect of any resulting increase in traffic, and the probable impact on the overall pattern of land use.

2. The long-term cost or benefit to the municipality, based consideration of the probable impact on:
   (A) the municipal tax base; and
   (B) the need for public facilities;

3. The amount of vacant land which is:
   (A) already subject to the proposed new designation; and
(B) actually available for that purpose, and the need for additional land for that purpose.

4. The suitability of the area in question for the proposed purpose, after consideration of:
   (A) appropriate alternative locations;
   (B) alternative uses for the area under consideration; and
   (C) the probable impact of the proposed change on other areas similarly designated

5. The appropriateness of the size and boundaries of the area proposed for change, with respect to the area required for the proposed use, land capability and existing development in the area."

Please Note:

❖ The planning commission must hold at least one public hearing within the municipality after public notice on any proposed plan or amendment.

❖ At least 30 days prior to the first hearing, a copy of the proposed plan or amendment and the written report must be delivered with proof of the receipt, or mailed by certified mail, return receipt requested, to each of the following:

1. the chairperson of the planning commission of each abutting municipality, or in the absence of any planning commission in an abutting municipality, to the clerk of that municipality;
2. the executive director of the regional planning commission of the area in which the municipality is located;
3. the Department of Housing and Community Affairs within the Agency of Commerce and Community Development; and
4. business, conservation, low income advocacy and other community or interest groups or organizations that have requested notice in writing prior to the date the hearing is warned.

❖ The planning commission may make revisions to the proposed plan or amendment and to any written report, and must thereafter submit the proposed plan or amendment and any written report to the legislative body of the municipality.

❖ If the legislative body changes any part of the proposed plan, the planning commission must submit to the legislative body, at or prior to the public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in 24 V.S.A. §4302.

❖ Simultaneously with the submission, the planning commission must file with the clerk of the municipality a copy of the proposed plan or amendment, and any written report, for public review.
Approved Minutes of the
Hartford Planning Commission
Public Hearing on the
Hartford Town Plan Update
4/1/19

Attendance: The following individuals attended the public hearing on the Hartford Town Plan which was held at the Hartford Town Hall on Monday, April 1, 2019. The public hearing was continued from March 25th.

Planning Commission Members: Toby Dayman, Jacques Harlow, Robin Adair Logan, Peter Merrill, Dave Sherman and chair Bruce Riddle.
Staff: Lori Hirshfield, Department of Planning and Development Services Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.
Others: None.

Chair Bruce Riddle opened the public hearing to order at 5:43 p.m.

Matt Osborn reported the following changes to the Community Facilities and Services Chapter of the Town Plan since the March 25th public hearing. Copies were provided.

• A revised results of Community Forums section;
• A revised Solid Waste section;
• A new section on the DPW Facility;
• A new section on Adult Vocational Training required by the Two Rivers-Ottawaquechee Regional Commission (TRORC);
• A new section on Higher Education; and
• Completed Goals, Strategies and Actions.

Matt Osborn noted that the TRORC also requested rewriting of the agricultural and forestry sections of the Natural Resources Chapter of the Town Plan. Copies were provided. Matt noted that the section is titled “working landscape”. Matt also noted that TRORC requested changes to the section on earth resources. Copies were provided at the March 25th Planning Commission public hearing.

Matt Osborn reported that the TRORC suggested the Town prepare a flood resilience section just in case the Hartford Hazard Mitigation Plan expires in June before the TRORC review of the Town Plan. Staff prepared a Flood Resilience Chapter and noted that much of it comes from the 2014 Hartford Hazard Mitigation Plan. Copies were provided. Lori Hirshfield noted that there are some good graphics from the Hazard Mitigation Plan that will be added to the chapter.

Regarding the earth resources section, Bruce Riddle noted a worldwide sand shortage. Matt Osborn responded that he tried to emphasize the importance of this local resource. Lori Hirshfield noted that sand and gravel operations are a balancing act. It is important that it be done sustainably and to be a good neighbor.

Matt Osborn noted that the Selectboard will hold two public hearings on May 7th and May 21st prior to considering adoption. If adopted, the Town Plan must be approved by the Regional Planning Commission (TRORC). Matt noted that work will commence on the next Town Plan update this fall.
Peter Merrill made a motion to approve the Draft Town Plan comprised of the following components: allow staff to make minor editorial, non-substantive changes, and authorize submittal to the Hartford Selectboard for public hearings and consideration of adoption.

- Draft Town Plan, dated March 11, 2019;
- Updated 2019 Town Plan Maps, distributed 3/25/19;
- Draft Cemeteries section of the Community Facilities and Services Chapter, dated 3/25/19;
- Draft Earth Resources section of the Natural Resources Chapter, dated 3/25/19;
- Draft Community Facilities and Services Chapter, dated 3/29/19 which includes new sections on the DPW Facility, Adult Vocational Education and Higher Education, and updated Goals, Strategies and Actions;
- Draft Working Landscapes section of the Natural Resources Chapter, dated 3/29/19; and
- Draft Flood Resilience Chapter, dated 3/31/19.

The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote.

Peter Merrill made a motion to close the public hearing. The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote.

Peter Merrill made a motion to adjourn. The motion was seconded by Robin Adair Logan and approved. The meeting was adjourned at 6:06 p.m.
Attendance: The following individuals attended the public hearing on the Hartford Town Plan which was held at the Hartford Town Hall on Monday, March 25, 2019.

Planning Commission Members: Toby Dayman, Jacques Harlow, Robin Adair Logan, Peter Merrill, Dave Sherman and chair Bruce Riddle.
Others: Lynn Bohi, Erik Krauss, Martha McDaniel and Cathy Melocik.
Staff: Lori Hirshfield, Department of Planning and Development Services Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.

Chair Bruce Riddle opened the public hearing to order at 6:36 p.m.

Planner Matt Osborn gave an overview of a Town Plan:
- It looks at where we have been in the past, where we are today and where we want to be in 5-20 years.
- It serves as a road map for a community, what is important about the Town, and what to do to meet the community’s needs going into the future.
- It is broken into chapters reflective of aspects of the community, with many of these topics required by State Statute. It includes historic resources, land use, population, housing, economic development, community facilities and services, utilities, transportation, natural resources, flood resilience, energy and relationship of Plan to development trends and plans for adjacent towns and region.
- The Plan is required to be updated every five years. Following this Plan adoption, the Plan will be required to be updated every eight years. It may be updated more frequently.
- The Plan was last updated in May, 2014.
- Following adoption by the Selectboard, the Plan must be approved by the Regional Planning Commission, Two Rivers-Ottawaquechee Regional Commission.

Department of Planning and Development Services Director Lori Hirshfield noted that staff has been working on the Town Plan update with the Town Plan Steering Committee since last April. The Steering Committee consists of the entire Planning Commission and representatives from Town boards and commissions as well as the Hartford Area Chamber of Commerce. Lori noted that the update objectives are:

- Meet new statutory requirements since last update.
  - Energy
  - Natural Resources (forest blocks and wildlife)
- Update other chapters as time allowed and information available.
- Make more user friendly, visually engaging, and consolidate format. Current draft primarily focusses on content with format continuing with subsequent drafts.
- Community wide discussions on Town goals, needs, future direction, and how to get there - began with Community forums. Five community forums were held last summer.
- The Community Forums provided a wealth of information and public input. In many instances these are reflective of current activities and aspirations. In other instances, new directions and approaches are suggested. Lori noted that we recognize the community forums
were the beginning of a process to further explore these new ideas within the Hartford community, and would take more time than available for the current update of the Town Plan. A summary of the outcomes of the community forums is included in this update as an appendix to recognize their importance and the commitment to further discussion.

Matt Osborn provided a chapter by chapter review of the proposed changes.

**Introduction:** Updated, added sections on Hartford's geography, Hartford's assets, guiding principles and town planning goals.

**Chapter 1 Historic Resources:** Updated, some minor reorganization, shortened chapter, added sections on threats to historic resources, cemeteries, a history timeline and developed goals, strategies and actions. Matt also noted that since the February 22nd Draft Plan, goals were moved from the front of the chapter to the rear with the strategies and actions. He noted that there is a duplicate paragraph on page 1 that should be removed.

**Chapter 2 Land Use:** A major update was completed in 2014. Updated information on recent housing and non-housing development from 2013-2018 with narratives, eliminated section on the 2003 build-out analysis and converted recommendations to goals, strategies and actions.

**Chapter 3 Population:** Minor updating, shortened chapter, reduced the number of tables, updated population projections, added a section on race and developed goals, strategies and actions.

**Chapter 4 Housing and Chapter 5 Economic Development:** No changes. Work started on these chapters, but it was recognized that more time was needed to do a thorough job.

**Chapter 6 Community Facilities and Services:** Basic updating, added Capital Improvements Program information and converted recommendations to goals, strategies and actions. Since the February 22nd Draft Plan, Police and Fire Department goals were moved to the rear of the chapter with the other goals, strategies and actions. The cemetery section and the goals, strategies and actions were updated (copies provided). Staff is working on revisions to the solid waste section and will be sent out to the Planning Commission later this week. In addition, in an informal review of the Draft Plan, the Two Rivers-Ottauquechee Regional Commission requested expanding the section on vocational training opportunities.

**Chapter 7 Utilities:** Basic updating, added results from the community forums and converted recommendations to goals, strategies and actions.

**Chapter 8 Transportation:** Basic updating, added results from the community forums and converted recommendations to goals, strategies and actions.

**Chapter 9 Natural Resources:** Updated and shortened chapter, added section on forest blocks and critical wildlife habitat required by Statute and converted recommendations to goals, strategies and actions. Also, an informal review of the Draft Plan, the Two Rivers-Ottauquechee Regional Commission requested expanding the section on earth resources and agriculture and forest products. The earth resources revisions have been completed (copies provided). Staff is working on revisions to the agriculture and forest products. The changes will be e-mailed to the Planning Commission prior to the 4/1 public hearing.

**Chapter 10 Energy:** Energy Coordinator Geoff Martin reported that the Energy Chapter was a major overhaul of the previous Energy Chapter. The Chapter is separated into three sections
(transportation, building integrity, and renewable energy) to better align with the State’s and Regional Commission’s Comprehensive Energy Plans. The focus is on pursuing greater energy conservation, efficiency, and use of renewable energy for municipal operations, residents, and businesses; public education; and providing greater access to financing for energy efficiency and renewable energy technologies. Specific recommendations include stricter standards to achieve net-zero new construction by 2030; increased use of the State’s ridesharing program; increased funding for public transportation; and siting criteria for commercial renewable energy facilities.

Chapter 11 Relationship of Plan to Development Trends and Plans for Adjacent Towns and Region:
Matt Osborn reported that this chapter had minor updating.

Flood Resilience Element: Flood Resilience is a required element for a Town Plan in Vermont. A Local Hazard Mitigation Plan (HMP) may be adopted by reference in place of a flood resilience element. In 2014, Hartford adopted an updated HMP. The HMP will expire on 6/24/19. The Town seeks to incorporate sections of the HM Plan and will provide those sections at the 4/1/19 Planning Commission Public Hearing.

Town Plan Adoption Schedule: Matt Osborn noted that the Planning Commission will hold a second public hearing on Monday, April 1st at 5:30 PM, and decide if the Plan will be forwarded to the Selectboard for consideration. The Selectboard will hold two public hearings on May 7th & May 21st and consider adoption. If adopted, the Town Plan must be approved by the Regional Planning Commission (Two Rivers-Ottaveauchee Regional Commission)

This fall, work will commence on the next Town Plan update.

Public Comments: Chair Bruce Riddle opened the hearing to questions and comments.

Jacques Harlow asked about renewable energy. Geoff Martin responded that the focus of the Hartford Energy Commission has been on solar energy. There is an existing large hydroelectric facility on the Connecticut River in Wilder and two smaller facilities on the Ottauquechee River in Quechee. Based on a regional evaluation on wind power, Hartford does not have the conditions necessary for efficient wind power.

Peter Merrill asked about biomass as an alternative energy. Geoff Martin responded that there is a great deal of energy loss with biomass with current technologies, but may change in the future.

Eric Krauss stated that the Energy Commission delved into the question how much sustainable energy can the region support. He noted that they did not come up with an answer in the Energy Chapter.

Jacques Harlow asked about locations for solar energy. Geoff Martin responded that the priority of the Energy Commission is to locate solar panels on roof tops of residential and commercial properties. They typically avoid identifying specific parcels. Geoff noted that in the past few years, the focus has been on building insulation. He did note that the Energy Chapter identifies an action of developing a revolving loan fund for energy improvements. Robin Adair Logan noted that in the building industry, there are a lot of technical innovations. It is an exciting time.

Cathy Melocek asked what the deadline is for comments on the Draft Plan. Lori Hirshfield responded that it would be helpful to have the comments to staff for the April 1, 2019 Planning Commission public hearing.
Cathy Melocik asked if Two Rivers-Ottauquechee Regional Commission (TRORC) approval of the Town Plan is likely. Lori Hirshfield responded that staff has had close communications with the TRORC throughout the update process, including review and input at various stages.

Cathy Melocik asked if there is a way of ensuring that the monetary benefits from solar facilities sited on Town property go to Hartford tax payers. Geoff Martin responded that as long as the solar facility is on Town property, the Town could require that all benefits be available to Hartford residents. One of the recommendations in the Energy Chapter is for the Town to host solar arrays on Town property, and make the net-metering credits available to Hartford residents, particularly income-qualified residents. If the facility is on private property and privately developed, however, the Town would not have a say in who can participate in the benefits of the array.

Peter Merrill made a motion to continue the public hearing to Monday, April 1st at 5:30 p.m. The motion was seconded by Jacques Harlow and approved by a 6 to 0 vote.

Peter Merrill made a motion to adjourn the meeting. The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote. The meeting was adjourned at 7:33 p.m.