

1. 04-01-19

**Draft
Minutes
Planning Commission
April 1, 2019**

Present: Bruce Riddle, Peter Merrill, Robin Adair Logan, Toby Dayman, Jacques Harlow, Dave Sherman and Jo-Ann Ells, Zoning Administrator

Absent: John Reid and Kim Souza, Selectboard Liaison

Administrative Matters

1. Elect Officers

Peter Merrill moved to elect Bruce Riddle, Chair, John Reid, Vice Chair and Toby Dayman, Clerk. Jacques Harlow seconded the motion and the motion passed unanimously.

2. Minutes of February 26, 2019

Jo-Ann Ells distributed a request from Cathy Melocik to amend the draft minutes of February 26, 2019. The Planning Commission decided to attach the request to the minutes.

Jacques Harlow made a motion to approve the minutes of February 26, 2019 with Cathy Melocik's request attached. Robin Adair Logan seconded and the motion passed unanimously.

3. Administrative Approval

Bruce Riddle reviewed the following projects that were permitted administratively:

- Expansion of River Roost Brewery
- Small addition, Upper Valley Produce
- Waterman Hill, office and apartment

4. Availability for the next Public Hearing

All Commissioners anticipated being available for the May 6, 2019 Hearing.

5. Public Comment.

None

Public Hearing

Bruce Riddle opened the Public Hearing, introduced the Commission, explained the hearing process and administered the oath.

1. Application #19-07 by Sam's Properties, LLC (owner) and Michael and Sherie Laraway (applicants) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations to convert an existing commercial building to office and warehouse space, lot 42-0134-001, 239 Hazen Street, White River Junction, in a CB zoning district.

2. 04-01-19

Michael and Sherie Laraway were present.

Jo-Ann Ells reviewed the draft Findings of Fact.

Peter Merrill commented that he looked at google maps and saw a gas pump on the corner of the building that appeared problematic. Michael Laraway confirmed that the pump had been removed.

Robin Adair Logan asked if the parking was new. Michael Laraway confirmed that the parking area was there, but the striping would be new.

Toby Dayman asked if the building was occupied. Michael Laraway stated that it was being used for storage. Toby Dayman asked how many tenants would occupy the building. Michael Laraway stated that he was not sure.

It was noted that handicapped access to the building would be reviewed by the Fire Marshall.

Michael Laraway confirmed that other than striping the parking spaces no other exterior changes were planned at this time.

The existing lighting was reviewed.

There was no public comment.

Peter Merrill moved to close the Public Hearing. Jacques Harlow seconded and the Public Hearing was closed.

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

Adjournment

At 6:45 p.m. Toby Dayman moved to close the Hearing. Robin Adair Logan seconded and the Hearing was adjourned.

Respectively Submitted,

Toby Dayman, Clerk