

**Minutes of the
Hartford Planning Commission Meeting
2/20/19**

Attendance: The following individuals attended the meeting which was held at the Hartford Town Hall on Wednesday, February 20, 2019.

Planning Commission Members: Robin Adair Logan, Peter Merrill, John Reid, Dave Sherman and chair Bruce Riddle.

Staff: Town Planner Matt Osborn and Planning Director Lori Hirshfield via phone. .

Others: None.

Chair Bruce Riddle called the meeting to order at 6:30 p.m. He stated that the purpose of the meeting is for the Planning Commission to review and accept the Draft Town Plan and to approve the Planning Commission Report that is required for the Town Plan.

Town Plan Update: Lori Hirshfield thanked the Planning Commission for their time, effort and commitment to the Town Plan update.

Matt Osborn handed out a sheet with the status of the Town Plan update by chapter. He noted that all of the chapters have been updated except the economic development chapter. Staff is still waiting for data to complete the update the housing chapter and staff is working on converting recommendations in the current Plan to goals, strategies and actions.

Lori Hirshfield stated that last summer's community forums were a more involved method of public outreach than original envisioned and that it was a good start. She noted that most of the update was basic updating and that the next round will be a more detailed review with extensive public involvement. Lori added that it is not unusual for towns and the Regional Planning Commissions to update sections of Plans over time.

Matt Osborn noted that the Planning Commission is only required to hold one public hearing on the Town Plan, but staff has scheduled two; March 25th and April 1st anticipating that there are likely to be changes following review of the Draft and public comments. Matt noted that the Selectboard is required to hold a minimum of two public hearings. They are scheduled for May 7th and May 21st.

Bruce Riddle made a motion to approve the Draft Town Plan and directed staff to make the necessary minor edits, technical changes and formatting and begin the adoption process. The motion was seconded by Peter Merrill and approved by a 5 to 0 vote. Matt Osborn reported that staff will assemble the Town Plan for distribution to the Planning Commission chairs of surrounding towns, Two Rivers-Ottawaquechee Regional Commission and the Department of Housing and Community Development.

John Reid noted that the Energy Chapter does not discuss the community forums held last summer unlike the other chapters. Lori Hirshfield responded that there was a community forum on energy that was well-attended as well as three focus groups that met after the forums. John suggested that the Energy Chapter include that information. The Planning Commission agreed.

Matt Osborn noted that the Planning Commission may make any changes to the draft Town Plan as they see fit at the March 25th or April 1st public hearings based on public input received or their further review of the Draft.

Robin Adair Logan asked when the draft will be submitted to the Two Rivers-Ottawaquechee Regional Commission (TRORC). Matt Osborn responded February 22nd. Matt noted that the TRORC will not conduct the formal review of the Town Plan until it is adopted by the Selectboard. However, Matt will request that TRORC conduct a cursory review in the coming weeks and let us know if there are any issues prior to the 3/25 Planning Commission public hearing.

Planning Commission Report: Peter Merrill made a motion to approve the Town Plan Planning Commission Report. The motion was seconded John Reid and approved by a 5 to 0 vote.

Adjournment: Peter Merrill made a motion to adjourn. The motion was seconded by Dave Sherman and approved. The meeting adjourned at 7:00 p.m.