

**Approved
Minutes
Planning Commission
July 2, 2018**

Present: Bruce Riddle, Toby Dayman, Robin Adair Logan, Jacques Harlow, Dave Sherman, Kim Souza, Selectboard Liaison, and Jo-Ann Ells, Zoning Administrator

Absent: John Reid and Peter Merrill

Administrative Matters

1. Minutes

Jacques Harlow moved to approve the minutes of May 21, 2018. Dave Sherman seconded and the motion passed unanimously.

2. Administrative Approval

Bruce Riddle reviewed the following projects that received administrative approval:

- Stafford Saddlery- Tent sales
- Gary Neil- Seasonal amusement rides
- Nott/Student Transportation- Bus depot
- Trail Break- Outdoor seating
- The Village at WRJ- landscaping changes
- Saint Paul's- Bakery

3. Availability for the next Public Hearing

Everyone anticipated being available for the hearing scheduled for August 6th.

4. Public Comment.

None.

Public Hearing

Bruce Riddle opened the Public Hearing, introduced the Commissioners and Zoning Administrator, asked that anyone who intended to speak to sign in, explained the interested party rule, and administered the oath.

1. Application #18-04 Mike Wood (owner/applicant) for approval of a one-step subdivision for a lot line adjustment between lots 02-0028-000 and 02-0029-000, 13 Joa Road and 5519 Route 14, West Hartford, in a VR-2 zoning district.

Mike Wood was present.

2. 07-02-18

Jo-Ann Ells reviewed the draft Findings of Fact.

Bruce Riddle requested that Joa Road be labeled on the survey.

There was a brief discussion regarding access. It was noted that the existing access around the barn needed to be shown on the survey and site plan and that an access easement would be needed if either lot transferred ownership.

Dave Sherman noted that the applicant should consider testing his well as his septic system is currently in the well head protection area.

It was noted that the bearings needed to be corrected on the site plan and the correct square footage and acreage for lot 02-0029-000 (after the annexation) needed to be shown on the survey and site plan.

Jacques Harlow moved to close the Public Hearing. Dave Sherman seconded, and the Public Hearing was closed.

Jo-Ann Ells reviewed changes to the Findings of Fact as discussed.

Robin Adair Logan moved to approve the application with the noted changes. Jacques Harlow seconded, and the motion passed unanimously.

2. Application #18-07 by New England Central Railroad, Inc. (owner) and Execusuite, LLC (applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for a Parking Facility, lot 46-0047-000, Gates Street, White River Junction, in CB and Design Review zoning districts.

Tim Sidore and Nik Fiore were present.

Jo-Ann Ells noted that the Zoning Board of Adjustment had opened the Public Hearing on the application the previous week and continued it in order for changes to be made. She suggested the Planning Commission do the same thing.

Jo-Ann Ells reviewed the changes to the application as required by the Zoning Board of Adjustment. Nik Fiore added several additional changes.

Bill Neucomm of Cover Home Repair stated that the change in the flow of traffic would help alleviate Cover's concern with traffic cutting through their lot.

Robin Adair Logan stated that she looked forward to seeing a larger all-inclusive site plan.

It was noted that the existing contractor's trucks and trailers would be removed.

3. 07-02-18

Toby Dayman expressed concern that people would park in the snow storage areas. Nik Fiore stated that they would review the concern.

Toby Dayman asked if parking would be available 24/7. Tim Sidore stated that it would be open 24/7.

It was noted that the applicant would provide a photometric plan.

Tim Sidore stated that the parking lot would be actively managed.

Bruce Riddle asked if security cameras would be installed. Tim Sidore stated that it was being discussed.

Bruce Riddle made a motion to continue the Hearing to August 6, 2018. Jacques Harlow seconded and the motion passed unanimously.

Adjournment

At 7:18 PM Robin Adair Logan moved to close the Hearing. Dave Sherman seconded, and the Hearing was adjourned.

Respectively Submitted,

Peter Merrill, Clerk