

**Approved  
Meeting Minutes  
Hartford Design Review Committee  
July 12, 2018**

**Members Present:** Denise Welch-May, Evan Eccher, and Abigail Barman

**Staff Present:** Lori Hirshfield and Jo-Ann Ells, Department of Planning and Development

**Others Present:** Tim Sidore representing the applicant, Nik Fiore, Engineering Ventures, and Kim Souza, Selectboard Liaison

**Applications**

1. Design Review Application by Execusuite, LLC, for a parking lot located on leased Railroad land off the southeast end of Gates Street in White River Junction, Lot 46-0047-0000.

Lori Hirshfield gave an overview of how to review the application including visibility from public ways including the train station. She requested that the applicant provide pictures of adjacent properties and noted the applicant was working on a lighting plan.

It was noted that dumpsters and parking on the Big Fatty's restaurant lot would need to be adjusted to allow for the proposed flow of traffic.

Tim Sidore gave a general overview of the plan noting some changes that had been requested by the Planning Commission/Zoning Board of Adjustment including narrowing the exit and adding landscaping. He stated that additional changes needed to be made.

It was noted that the Committee could take action on the application or continue the meeting to a future dated to allow for the plans to be revised.

Lori Hirshfield noted that the project exits into a parking lot.

Nik Fiore gave an overview of the grading and stormwater system.

Abigail Barman asked if it was possible to add some landscaping on the south end of the project near the utility pole.

Evan Eccher asked the applicant to consider some type of barrier between the edge of gravel and landscaped areas to prevent vehicles from parking in the landscaped areas.

It was agreed that the meeting should be continued so the applicant could update the plan and provide the details the Planning Commission, Zoning Board of Adjustment and Design Review Committee requested.

Several Committee members commented that they will conduct a site visit before the next meeting.

Denise Welch-May moved to continue the meeting to 8 a.m., Thursday, July 26, 2018. Abigail Barman seconded, and the motion passed.

It was agreed that the applicant would submit the updated materials to the Planning office by July 23<sup>rd</sup>.