

Hardwick Planning Commission  
December 12, 2023  
3<sup>rd</sup> Floor, Memorial Building, Hardwick  
And Via Zoom  
Minutes

HPC Members Present: Joyce Mandeville; Shari Cornish; Larry Fliegelman; and Dave Gross, Chair

Also Present: Kristen Leahy, Hardwick Zoning Administrator; Tracy Martin, Community Development Coordinator

Absent: Michael Haveson; Bud Stevens (1<sup>st</sup> Alternate); Ken Davis; Jim Lewis; and Kole (2<sup>nd</sup> Alternate)

Chair Dave Gross opened the meeting at 6:34 pm. Shari Cornish moved to approve the agenda as written. Joyce Mandeville seconded. All members were in favor. *The minutes from October 10, 2023 were not able to be adopted as a quorum from that meeting was not present. The October 10, 2023 Draft Minutes will be reviewed at the January 9, 2024 meeting.* Shari Cornish moved to approve the November 14, 2023 meeting minutes as written. Joyce Mandeville seconded. All members were in favor.

**Updates from the Community Development Coordinator – Tracy Martin**

Tracy Martin provided an update on the Better Connections Grant. This grant will support a Village Plan for East Hardwick village. The initial steering committee meeting was held on December 11, 2023. Chair Dave Gross will be a liaison to the group. The Clean Water Funding will be a component of this process. The first step is to post the RFP and, hopefully, to engage a consultant for the work by March 2024. The Steering Committee will be meeting on the 3<sup>rd</sup> Monday of each month – except for January, which will be the 4<sup>th</sup> Monday at 5pm.

The Transportation Alternatives Program (TAP) grant was submitted on December 8, 2023. The grant requests \$50,000 for a scoping study of Mill Street and South Main Street (to approximately the Civic Standard). This area has been studied on several occasions by multiple entities (HPC, Local Motion, NVDA, etc.) but no scoping study has been conducted. A scoping study will allow the town to pursue funding to construct a safer traffic and pedestrian corridor and balance the needs of the downtown and Routes 14/15/16.

Tracy will be submitting a grant application for an Urban & Community Forestry Grant from the Vermont Urban & Community Forestry Program. This grant will request funds to install trees in the Hardwick downtown area. A letter of support from the HPC would be beneficial.

***Motion: To direct the Zoning Administrator to provide a letter of support for the Urban & Community Forestry Grant application if the Select Board votes to affirm said application.***

Shari Cornish made the motion and Joyce Mandeville seconded. All members were in favor.

**Updates from the Bylaw Modernization Consultant – Heather Carrington was not scheduled to attend this meeting.**

***Community Engagement Meeting #2 on November 14, 2023***

The second Community Engagement Meeting was better attended. A zoom option was utilized and HCTV filmed the discussion. A link is up on their website and on the Town's Planning Commission page. A question was asked about Short Term Rentals, which will be discussed by the HPC over the next few meetings.

***Additional Issues to Address:***

There are additional changes that need to be made to align the Town of Hardwick with the HOME Act. The Zoning Administrator created a list of suggestions for the Planning Commission to review.

The Forest Reserve Zoning District currently allows Single Family Dwellings as a Conditional Use. The recommendation was made to either add Two Family Dwellings to the Conditional Uses or move both types of housing to the Permitted Uses.

***Motion: To adjust the Forest Reserve Zoning District by moving Dwelling/Single Family to the Permitted Use list, by adding Dwelling/Two Family to the Permitted Use list and by changing the Minimum Area per Unit from 1 per 25 acres to 2 per 25 acres in the draft version of the Bylaw Modernization Update.***

Larry Fliegelman made the Motion and Joyce Mandeville seconded. All members were in favor.

The Rural Residential Zoning District currently allows Dwelling/Single Family as a Permitted Use and Dwelling/Two Family as a Conditional Use. In addition, Dwelling/Multi-Family has a contingency that only Planned Unit Development can be built in the zoning district. The recommendation was made to review the housing options.

***Motion: To adjust the Rural Residential Zoning District by moving Dwelling/Two Family to the Permitted Use list, by removing the reference to the PUD contingency from the Dwelling/Multi-Family in the Conditional Use list and by changing the Minimum Area per Unit from 1 per 3 acres to 2 per 3 acres in the draft version of the Bylaw Modernization Update.***

Larry Fliegelman made the motion and Shari Cornish seconded. All members were in favor.

***Motion: To adjust the Rural Residential Zoning District by adding Seasonal Camps to the Permitted Use list in the draft version of the Bylaw Modernization Update.***

Larry Fliegelman made the motion and Shari Cornish seconded. All members were in favor.

In September, the Zoning Administrator proposed adding the following two permitted uses to the Industrial zoning district:

1. Accessory Structure less than or equal to 500 sq. ft. (to a Conditional Use).
2. Addition to an existing Conditional Use that is less than or equal to 500 square feet.

At the time, the Planning Commission provided general support for the proposal. The Development Review Board supported the change at their October hearing.

**A motion will need to be made at the January 2024 Meeting.**

**The Planning Commission will need to revisit the question of the Central Business lot sizes at a future meeting.**

**Phase II:**

None at this time.

**Short Term Rentals:**

With a limited number of members at the meeting, the decision was made to table the conversation and revisit it at another meeting.

**Updates from Commission Members or the Zoning Administrator:**

None at this time.

***Motion: None***

***Motion: To conclude the Hardwick Planning Commission Meeting.***

Larry Fliegelman made the motion and Joyce Mandeville seconded. All members were in favor.

The meeting ended at 7:40 pm.

The next HPC meeting will be at 6:30 pm on January 9th on the 3<sup>rd</sup> Floor of the Memorial Building and via Zoom.

~ Respectfully submitted, Kristen Leahy, ZA