

Town of Hardwick
Office of the Zoning Administrator
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**Hardwick Planning Commission
Hybrid Meeting
Tuesday, April 9, 2024
6:30 pm
On Zoom and In-person
on the 3rd Floor of the Memorial Building**

•AGENDA•

Please note that this meeting will be conducted both virtually and in-person. To join the Zoom hearing, sign up for a free Zoom account anytime (zoom.us), then at 6:30 pm on Tuesday, April 9, 2024 go to Zoom and click on: join a meeting. The meeting number is 830 1300 1503. The passcode is 327898. You may phone into the Zoom meeting at: 301-715-8592 (this is not a toll free number).

To join the Zoom Meeting:

<https://us06web.zoom.us/j/83013001503?pwd=sWHtQmPYwhLy6FybasVlFBdbbJCx3G.1>

Organizational Business

6:30 p.m. Review the Agenda
Review and Approve the Minutes from March 12, 2024

New Business

- 6:35 p.m. Updates from the Community Development Coordinator. *Discussion. Possible Action.*
- Transportation Alternatives Grant
- 6:45 p.m. Bylaw Modernization Project Meeting with Heather Carrington. *Discussion. Possible Action.*
- Discuss revised bylaw definitions and several parcel conflicts with VT HOME Act compliance
 - Review the project schedule and discuss next steps and timeline.
- 7:30 p.m. Floodplain bylaw updates – Review from Sacha Pealer. *Discussion. Possible Action.*
- 7:45 p.m. Natural Resources Inventory from the Conservation Commission. *Discussion. Possible Action.*
- 7:50 p.m. Updates from Commission members. *Discussion. Possible Action.*
Updates from the Zoning Administrator. *Discussion. Possible Action.*
- 7:55 p.m. Agenda for next meeting – May 14, 2024.
- 8:00 p.m. Adjourn. Please drive safely.

Hardwick Planning Commission
March 12, 2024
Hybrid – In Person and Via Zoom
DRAFT Minutes

HPC Members Present: Joyce Mandeville; Shari Cornish; Larry Fliegelman; Michael Haveson (Zoom); Ken Davis; Jim Lewis; Bud Stevens (1st Alternate); Kole (2nd Alternate) and Dave Gross, Chair

Also Present: Kristen Leahy, Hardwick Zoning Administrator and Heather Carrington (Zoom)

Absent: None

Chair Dave Gross opened the meeting at 6:32 pm. Jim Lewis moved to approve the agenda as written. Joyce Mandeville seconded. All members were in favor. Shari Cornish moved to approve the February 13, 2024 meeting minutes. Joyce Mandeville seconded. All members were in favor.

Updates from the Community Development Coordinator – Tracy Martin

Dave Gross presented the update from the CDC. The Better Connections grant has been utilized to hire a consulting and engineering firm to work with East Hardwick. The goal is to start in March and the work needs to be complete by 2025.

Motion: N/A

Updates from the Bylaw Modernization Consultant – Heather Carrington

Heather returned to the Hardwick Planning Commission to finalize the proposed updates to the Hardwick Unified Development Bylaws. In the Mobile Home park section; there is a requirement to landscape each mobile home site. Heather suggested removing this language as landscaping is not required for any other type of housing in Hardwick.

Motion: To remove the following language from the Hardwick Unified Development Bylaws “Each site shall be landscaped with two or more trees of a native species, which are at least two inches in diameter at chest height for deciduous trees, or at least eight feet in height for coniferous trees” in the draft version of the Bylaw Modernization update.

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

The Planning Commission had originally requested that Heather Carrington examine potential language regarding road stubs to boundary lines in new subdivisions. After extensive discussion, the Commission elected to not include additional language regarding new streets and connectivity. Cul-de-sac configurations are not recommended but can be utilized if the landscape or natural contours on the land necessitate the approach.

Hardwick needs to define the phrase “Served by water and sewer” to meet the HOME Act requirements. The Commission can adopt the definition as provided in the HOME Act or they can make a more explicit version. After much discussion, the Commission requested that Kristen and Heather meet with David Upson to look at language that will include the Urban Compact in Hardwick and the correlating maps for this area. A meeting will occur next week and the language will be provided for review at the April meeting.

In the definition for “Affordable Housing,” there needs to be two changes to bring the definition into compliance. 1) “The gross annual household income does not exceed ~~80~~ 120 percent of the state median income” and 2) “rented by its inhabitants whose gross annual household income does not exceed ~~65-80~~ percent of the state median income...”

Motion: To make the both percentage changes to the definition of “Affordable Housing” in the draft version of the Bylaw Modernization update.

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

There will be one public Hardwick Planning Commission hearing for the proposed bylaw changes on June 11, 2024.

Phases I and II:

N/A

Motion: N/A

Short Term Rentals:

N/A

Motion: N/A

Flood Hazard Area Overlay Bylaw Update:

N/A

Motion: N/A

Updates from Commission Members or the Zoning Administrator:

Shari Cornish provided the conceptual drawings for the Yellow Barn incubator project so that Commission members could visualize the large gray building with windows and landscaping. There will possibly be public art incorporated into the external façade.

The Town Manager’s office and the Select Board have requested that the Planning Commission review South Main Street for pedestrian and traffic safety. The Commission will proceed once the weather is cooperating – either April or May.

Shari Cornish suggested that the crosswalk colors be as closely aligned with the Hazen Wildcat red to support the tradition of the high school and to celebrate the recent basketball victories (both men and women).

Motion: N/A

Motion: To conclude the Hardwick Planning Commission Meeting.

Larry Fliegelman made the motion and Ken Davis seconded. All members were in favor.

The meeting ended at 7:40 pm.

The next HPC meeting will be at 6:30 pm on April 9, 2024 on the 3rd Floor of the Memorial Building and via Zoom.

~ Respectfully submitted, Kristen Leahy, ZA

Memorandum

To: Hardwick Planning Commission
From: Heather Carrington, CCDS
Date: April 9, 2024
Re: Hardwick Bylaw Modernization

Purpose

The purpose of this memo is to provide an overview of topics on the agenda for the April 9th, 2024 meeting of the Hardwick Planning Commission. The consultant will be in attendance to:

- Discuss revised bylaw definitions and several parcel conflicts with VT HOME Act compliance
- Review the project schedule and discuss next steps and timeline.

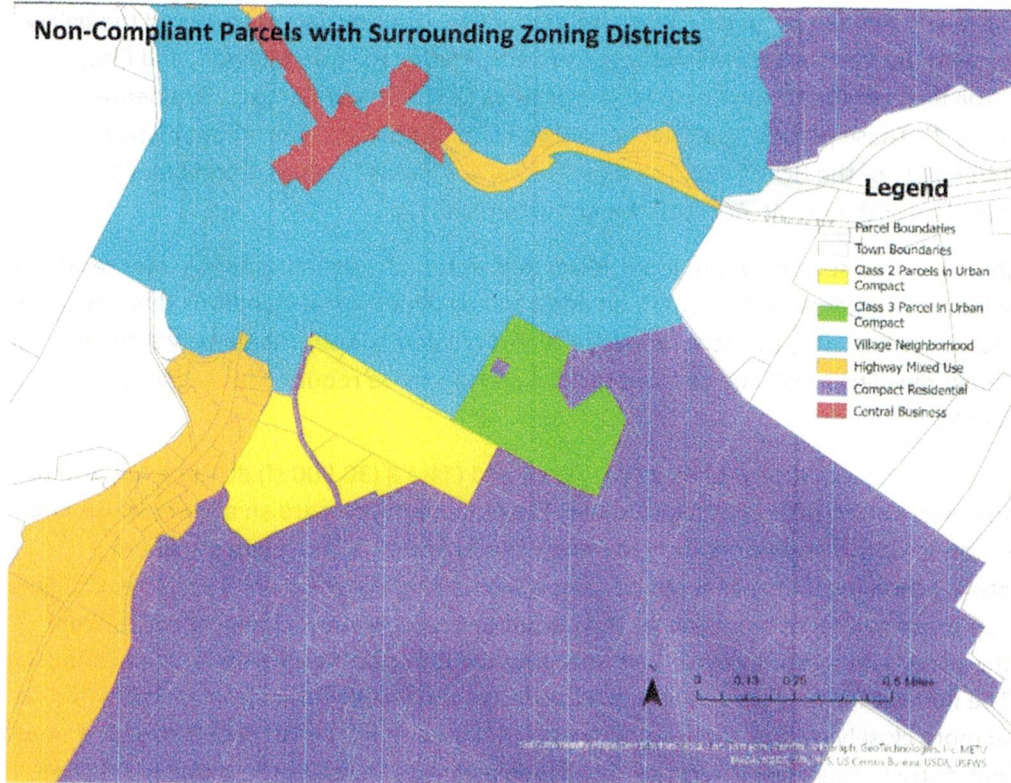
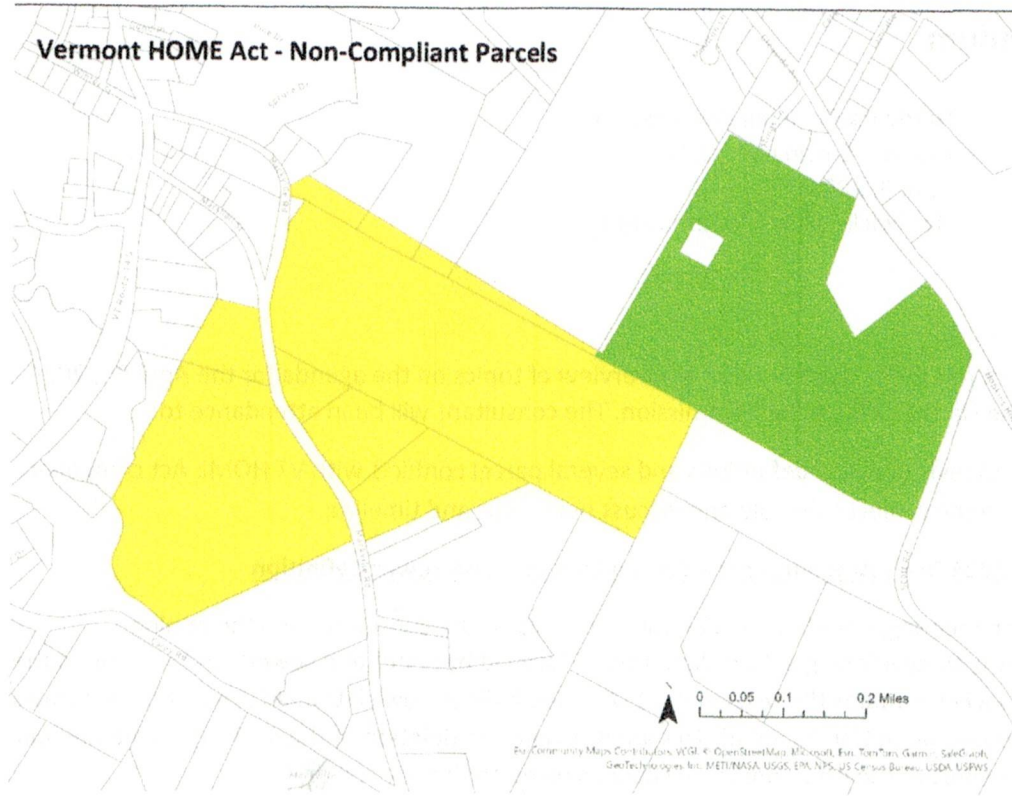
Revisions to 2024 Draft Amendments – Served by water and sewer definition

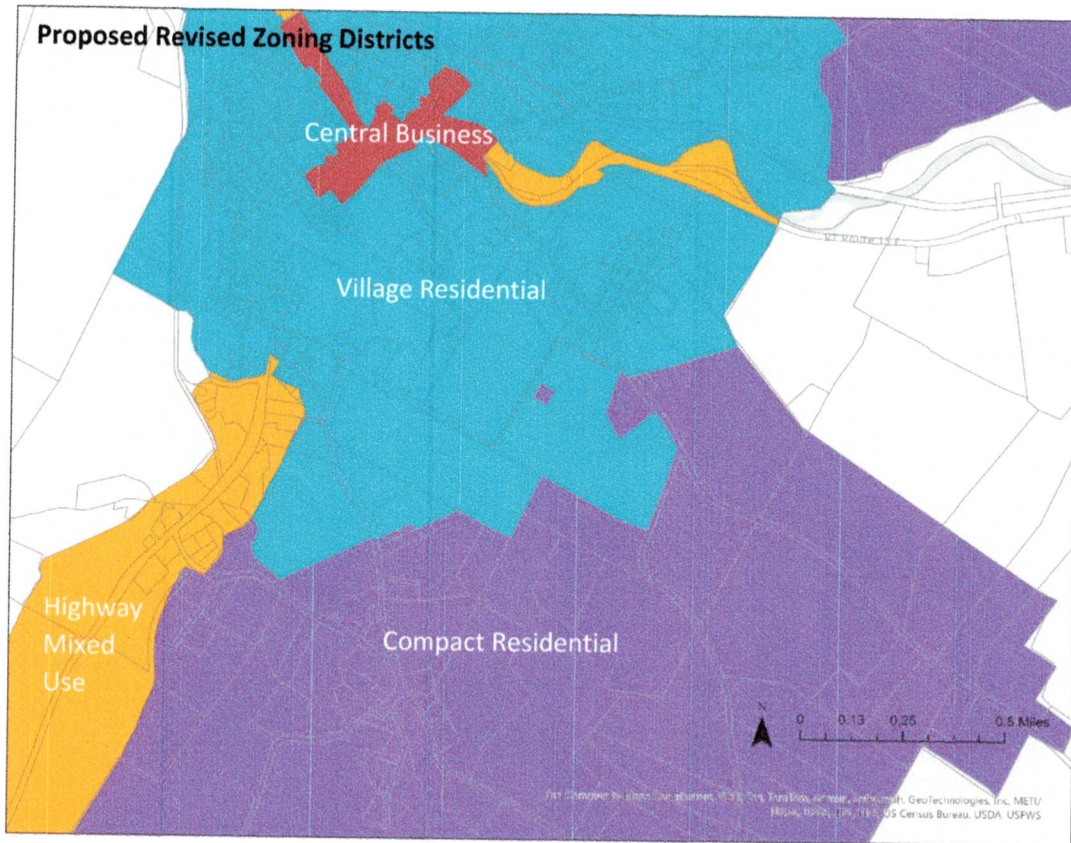
At their March meeting, the Planning Commission charged the consultant and the Zoning Administrator with developing a draft definition of “served by water and sewer” for inclusion in the bylaws. The packet contains the revised draft Updated 2024 Hardwick Unified Development Bylaws with the proposed definition included. This addition and the deletion of the 4.13 (A) (3) mobile home tree requirements are the only additional changes made to this revised draft.

Pursuant to the new definition of “served by water and sewer”, the consultant reviewed the bylaw for inconsistencies with the Vermont HOME Act requirements. There are several Class 2 and Class 3 parcels within the limits of the Urban Compact of Hardwick (2015) in the Compact Residential District (See Map on page 2). These parcels qualify as served by water and sewer; thus they will be held to the statutory requirements of the HOME Act. The dimensional standards for Class 2 and Class 3 parcels in this district do not meet the HOME Act requirement under § 4412:

“(12) In any area served by municipal sewer and water infrastructure that allows residential development, bylaws shall establish lot and building dimensional standards that allow five or more dwelling units per acre for each allowed residential use, and density standards for multiunit dwellings shall not be more restrictive than those required for single-family dwellings.”

The minimum lot size standards for Class 2 (10,000 sf) and Class 3 (30,000 sf) do not allow five or more dwelling units per acre for *each* allowed use. Single family homes are an allowable use and under these standards if parcels were used for single family homes, Class 2 parcels would accommodate 4.3 dwelling units per acre and Class 3 would only allow 1.5 units per acre. Changes will need to be made to ensure compliance. The consultant recommends changing the zoning district for the parcels in question rather than changing the Compact Residential District dimensional standards. The non-conforming parcels would be added to the Village Residential District which is adjacent and more closely mirrors the uses allowable in the Compact Residential District than the other adjacent district - Highway Mixed Use. The following maps illustrate the proposed change. The Planning Commission may choose to revise the Compact Residential dimensional standards if preferred.





Project Timeline and Next Steps

Following the April meeting, the consultant recommends presenting the draft amendments to the Selectboard at their regularly scheduled meeting on April 18th.

The Planning Commission has expressed a preference to hold one public hearing for the bylaw amendments. The proposed date for the hearing is June 11th, 2024, to be followed by two Selectboard public hearings on September 19th and October 17th, 2024. The date for the proposed June 11th public hearing should be formally set by the Planning Commission at their April meeting.

sales may be allowed as a part of conditional use approval. Sales of products in addition to those processed on the site will be limited to those clearly incidental, secondary and ancillary to those processed products or as declared and approved as a part of the conditional use permit.

Section 4.12 Mixed Use

- (A) In designated zoning districts, more than one principal use may be allowed within a single building, or on a single lot, subject to the following provisions:
- (1) Each of the proposed uses is allowed as a permitted or conditional use within the zoning district in which the mixed use is located.
 - (2) The uses in combination meet all applicable standards for the district in which the mixed use is proposed, including minimum lot, frontage and setback requirements; or the mixed use is part of a planned unit development (PUD) reviewed in accordance with Section 5.4.
 - (3) The mixed use shall meet all applicable general regulations under Article 3, including but not limited to sign and parking requirements.

Section 4.13 Mobile Home Park

- (A) Mobile home parks may be permitted in designated districts subject to conditional use review in accordance with Section 5.2 and the following provisions:
- (1) Proposed parks shall comply with all applicable state regulations, including regulations relating to water supply and wastewater disposal.
 - (2) The parcel of land for a mobile home park shall have a minimum area of no less than five acres, or the minimum lot area for the district in which it is located, whichever is greater.
 - (3) Each mobile home shall be located on a dedicated site of not less than ~~5,000~~6,000 square feet in area. ~~Each site shall be landscaped with two or more trees of a native species, which are at least two inches in diameter at chest height for deciduous trees, or at least eight feet in height for coniferous trees.~~
 - (4) Mobile home parks shall meet minimum setback requirements along their perimeter for the district in which they are located. Setback areas shall not be included in the calculation of recreation land or open space under Subsection (9). ~~A strip of land 25 feet deep shall be maintained as a landscaped buffer along all property boundaries.~~
 - (5) Each mobile home shall be set back a minimum of 10 feet from adjoining mobile home sites.
 - (6) All roads within a mobile home park shall comply with Section 6.6, and adequate walkways shall be provided.
 - (7) Parking shall be provided in accordance with Section 3.10.
 - (8) ~~A minimum of 100 square feet of indoor storage space (e.g., storage shed, or a central storage building) shall be provided for each mobile home located within the park.~~
 - (9) A minimum of 20% of the total land area in any mobile home park shall be set aside for common recreational use or open space.

obvious break in slope associated with the underlying bedrock. The term does not include intermediate terraces, steps, or elevations along the face of a slope.

Road: A right-of-way that provides access to four or more parcels. The word "road" shall mean the entire right-of-way, unless otherwise specified under these regulations. See also Driveway, Public Road.

Road Grade: Officially established grade (slope) of the road upon which a lot fronts. If there is no officially established grade, the existing grade of the road shall be taken as the road grade.

Salvage Yard: Any place of outdoor storage or deposit for storing, keeping, processing, buying, or selling junk or as a scrap metal processing facility as defined in 24 V.S.A. § 2241(12). "Salvage yard" also means any outdoor area used for operation of an automobile graveyard as defined in 24 V.S.A. § 2241. It does not mean a garage where wrecked or disabled motor vehicles are stored for less than 90 days for inspection or repairs, or a private transfer station or sanitary landfill which is licensed in compliance with the Vermont Statutes Annotated.

Sawmill: A facility where logs are temporarily stored, and sawn, split, shaved, stripped, chipped or otherwise processed to produce lumber or other wood products. Portable chippers, sawmills, or other equipment used on a temporary basis to process wood on the site of an active logging operation are excluded from this definition. See also Forestry.

School: A public, private or parochial institution licensed by the State of Vermont to provide educational instruction to students. Such facilities may also include accessory recreational and dining facilities, and be used as officially designated, temporary emergency shelters.

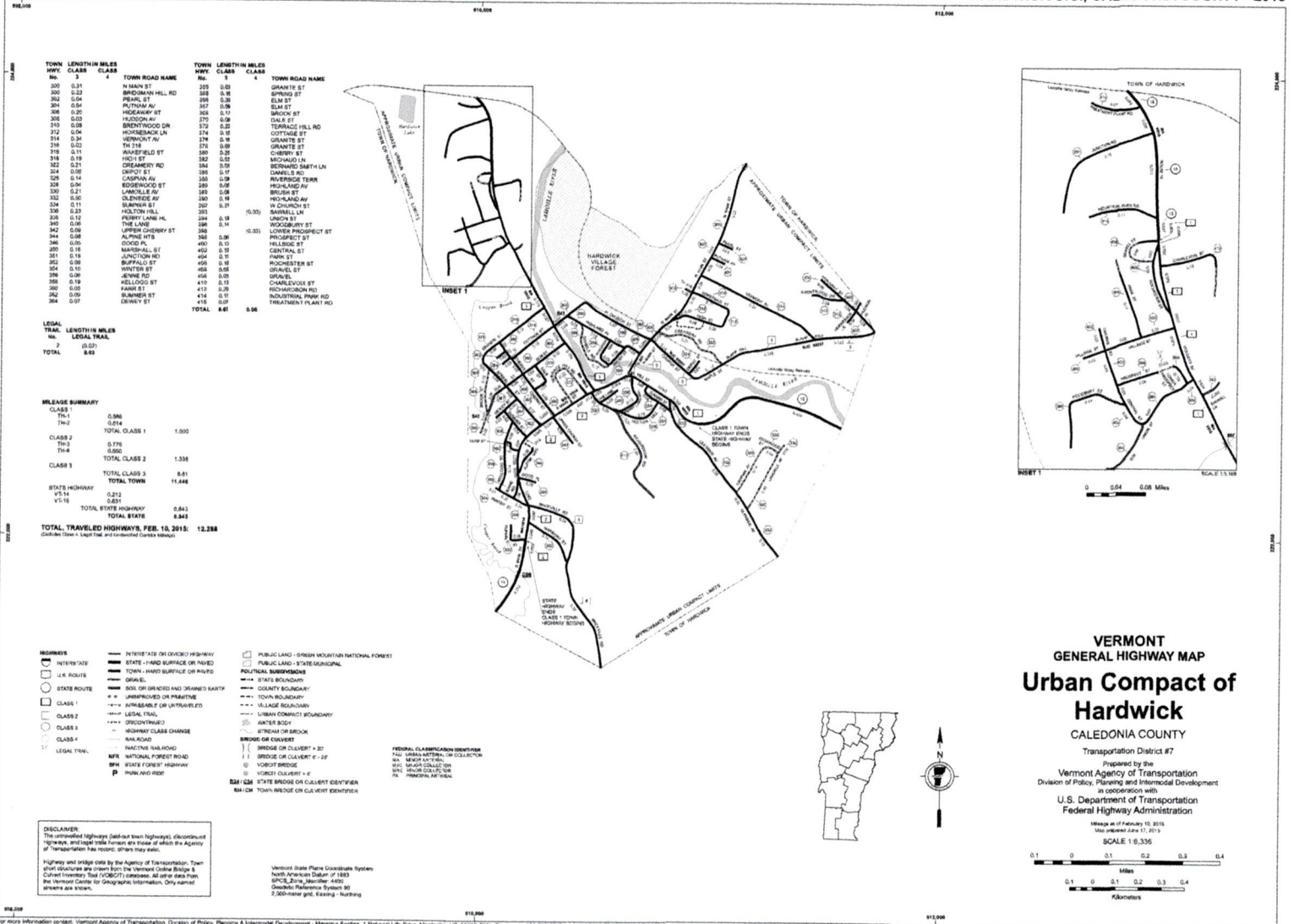
Screening: The use of planted vegetation, fencing, walls, natural topography or earthen berms to visually shield or obscure a structure or use from neighboring structures, properties, rights-of-way, and/or designated public vantage points.

Seasonal Camp: A detached dwelling unit which is not the primary residence of the owner or occupant and/or is occupied only on a part-time or seasonal basis, such as a hunting or summer camp. This definition shall include, but may not be limited to: a dwelling which lacks one or more of the basic amenities, services or utilities required for year-round or all weather occupancy, including but not limited to a winterized plumbing system, insulated walls and roof, heating source, or adequate water or wastewater disposal systems. In districts in which single family dwellings are an allowed use, a seasonal camp may be permitted as a single-family dwelling.

Served by Water and Sewer: Any parcel that currently has Town water and sewer connections or is within the limits of the Urban Compact of Hardwick. The map of this area is available for viewing in the municipal office or online from the VTrans Online Map Center: <https://vtransmaps.vermont.gov>.

Service Area: An area designated on-site to accommodate customary accessory services to a principal use or structure, including but not limited to recycling and waste disposal facilities, snow storage, cart and bicycle storage, emergency service areas (e.g., fire lanes), and transit services.

Setback: The horizontal distance from a road, lot line, boundary or other delineated feature (e.g., a stream bank, shoreline, or wetland area), to the nearest structural element of a building, structure, or parking area on the premises. In the case of a road, the distance shall be measured starting 25 feet from the road centerline.



TOWN	LENGTH IN MILES	CLASS	TOWN ROAD NAME	NO.	TOWN	LENGTH IN MILES	CLASS	TOWN ROAD NAME	NO.
300	0.31		N MAIN ST	300	0.03		GRANITE ST	300	
300	0.23		BRODMAN HILL RD	308	0.16		SPRING ST	308	
302	0.04		FRANK ST	306	0.20		ELM ST	306	
304	0.54		PUGHAN AV	307	0.09		ELM ST	307	
306	0.20		HIGGINSWAY ST	304	0.17		SPROCK ST	304	
308	0.03		FUDSON AV	270	0.08		DALE ST	270	
310	0.09		BENTWOOD DR	312	0.23		TERRACE HILL RD	312	
312	0.04		HORSEBACK LN	314	0.16		COTTAGE ST	314	
314	0.34		VERMONT HW	316	0.16		GRANITE ST	316	
316	0.03		TH 118	276	0.09		CHERRY ST	276	
318	0.11		WAKEFIELD ST	302	0.03		MICHAEL LN	302	
318	0.19		CHEAMERY RD	304	0.03		BENEDICT BATH LN	304	
322	0.21		DIPOIT ST	306	0.17		DANIELS RD	306	
324	0.00		CAMPAN AV	300	0.29		PAVINGSTONE TERR	300	
328	0.04		ROSEWOOD ST	309	0.08		HIGHLAND AV	309	
330	0.21		LAKESIDE AV	301	0.08		BRIERLEY ST	301	
334	0.30		SLENEIGE AV	307	0.19		HIGHLAND AV	307	
336	0.11		BARRETT ST	302	0.31		W CHURCH ST	302	
338	0.23		HOLTON HILL	303	0.13	(0.30)	BARRETT LN	303	
340	0.20		THE LAKE	346	0.18		MCCLARY ST	346	
342	0.08		UPPER CHERRY ST	348	0.14	(0.33)	LOWER PROSPECT ST	348	
344	0.08		ALPINE ST	400	0.16		PROSPECT ST	400	
346	0.06		GOULD PL	402	0.13		HILLBROOK ST	402	
350	0.16		MARSHALL ST	404	0.16		CENTRAL ST	404	
351	0.18		JUNCTION RD	404	0.11		PARK ST	404	
352	0.08		BUFFALO ST	404	0.16		ROBINSON ST	404	
354	0.10		WINTER ST	408	0.05		GRAVEL ST	408	
356	0.08		NEW RD	408	0.05		SPANIEL	408	
358	0.19		WELLS ST	410	0.13		CHARLEVILLE ST	410	
360	0.03		KARST ST	412	0.20		ROCKHAMOND RD	412	
362	0.09		BUMBER ST	414	0.11		INDUSTRIAL PARK RD	414	
364	0.07		DEVNEY ST	416	0.07		TREATMENT PLANT RD	416	
			TOTAL	8.41	0.96				

LEGAL TRAIL	LENGTH IN MILES
3	(0.07)
TOTAL	0.07

CLASS	LENGTH IN MILES
CLASS 1	1.500
CLASS 2	1.538
CLASS 3	8.41
TOTAL TOWN	11.448

TOTAL TRAVELED HIGHWAYS, FEB. 10, 2015: 12.288
 (Includes Class 1 Legal Trail and Unimproved County Roads)

- ROADWAYS**
 - INTERSTATE
 - U.S. ROUTE
 - STATE ROUTE
 - CLASS 1
 - CLASS 2
 - CLASS 3
 - CLASS 4
 - LEGAL TRAIL
- INFRASTRUCTURE**
 - STATE-MAINTAINED HIGHWAY
 - TOWN-MAINTAINED HIGHWAY
 - GRASS
 - SOIL OR GRAVEL AND DRAINAGE BASIN
 - UNIMPROVED OR PENDING
 - UNPAVED OR UNTRAVELED
 - LEGAL TRAIL
 - ORCHARD/FRUIT
 - HIGHWAY CLASS CHANGE
 - RAILROAD
 - INACTIVE RAILROAD
 - NATIONAL FOREST ROAD
 - STATE FOREST HIGHWAY
 - IMPROVED HIGHWAY
- LAND AND POLITICAL BOUNDARIES**
 - PUBLIC LAND - GREEN MOUNTAIN NATIONAL FOREST
 - PUBLIC LAND - STATE MAINTAINED
 - POLITICAL SUBDIVISIONS
 - STATE BOUNDARY
 - COUNTY BOUNDARY
 - TOWN BOUNDARY
 - VILLAGE BOUNDARY
 - URBAN BOUNDARY
 - WATER BODY
 - STREAM OR BROOK
 - BRIDGE OR CULVERT
 - BRIDGE OR CULVERT - 20'
 - BRIDGE OR CULVERT - 10'
 - VORBIT BRIDGE
 - VORBIT CULVERT
 - TOWN BRIDGE OR CULVERT IDENTIFIER
 - TOWN BRIDGE OR CULVERT IDENTIFIER

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VERMONT
GENERAL HIGHWAY MAP
Urban Compact of
Hardwick
CALEDONIA COUNTY
 Transportation District #7
 Prepared by the
 Vermont Agency of Transportation
 Division of Policy, Planning and Intermodal Development
 in cooperation with
 U.S. Department of Transportation
 Federal Highway Administration
 Map updated February 10, 2015
 Map prepared June 17, 2015
 SCALE 1:6,336