



## MEMORANDUM

To: Town of Hinesburg Planning & Zoning

From: Stephanie Hainley

Date: November 7, 2013

Re: Firehouse Plaza Site Plan Amendment - Follow-up Information

In your email of 10/24/13, you requested additional information to complete the site plan application for the Firehouse Plaza, tax map parcels #20-50-74.000 and #20-50-75.000. The following is our response to those requests:

*Please explain circulation patterns on the plan. Per section 4.3.3(1) of Hinesburg Zoning Regulations*

**Please see Sheet 1 "Firehouse Plaza - 30-Scale Site Plan," prepared by O'Leary-Burke Civil Associates, dated August 1, 2013, and revised 10/28/13, to which a Circulation Plan has been added as an insert. This Plan shows the circulation pattern as follows: vehicles enter from Commerce Street at the new access drive and a "One Way" arrow sign directs them to turn right. One way traffic pattern continues around angled parking, turns left to loop around in front of the building, and turns left to exit back onto Commerce Street at the new access drive.**

*Landscaping plan – please refer back to previously approved site plan and let us know if anything is changing. Please submit previously approved site plan.*

**The existing landscaping will be slightly adjusted as a result of this application. Two existing street trees will be relocated along Commerce Street to accommodate the new access drive. The two existing street trees to be relocated are in the new access drive location and will be relocated to where the existing access drive will be removed. We assume the previously approved site plan of record is in the Town permit files.**

**Per the next item, 9 new deciduous and evergreen shrubs will be planted to meet the landscaping budget. Please see Sheet 1 "Firehouse Plaza - 30-Scale Site Plan," prepared by O'Leary-Burke Civil Associates, dated August 1, 2013, and revised 10/28/13. The new shrubs are located on the east and west sides of the new access drive near the relocated bollard lights. The proposed low growing shrubs will be placed in a group of 5 shrubs on the east side and a group of 4 shrubs on the west side of the new access drive.**

*Need cost of project and how it relates to cost of any landscaping. Per section 4.3.8(d) of Hinesburg Zoning Regulations*

**The cost of relocating the driveway at Firehouse Plaza is \$15,000, so the landscaping budget is \$450 (3%). The above referenced plan shows 5 Mugo Pine and 4 Bumald Spirea shrubs at the new access drive. These 9 shrubs are estimated to cost of \$50 each, which will total \$450 to meet the landscaping budget requirement.**

*Need more information regarding bollard lights. Need to demonstrate adequacy of exterior lighting for safe circulation on the site without creating off-site glare and excess illumination. Please supply spec. sheets on the bollard lights. Per section 4.3.4(4) of Hinesburg Zoning Regulations*

**The two bollard lights being shown at the relocated entrance are the approved fixtures from the existing access drive location. These will be located proximate to the driveway exactly as they are today - same distance from the road and setback same distance from the driveway itself.**

Please do not hesitate if you have any further questions. We look forward to meeting with the DRB at the soonest availability.