

**Town of Hinesburg
Planning Commission
November 29, 2017**
Approved December 13, 2017

Members Present: Maggie Gordon, John Kiedaisch, Rolf Kielman, Dennis Place, Joe Iadanza, Jeff French, James Donegan

Members Absent: Marie Gardner, Barbara Forauer

Public Present: Johanna White

Also Present: Alex Weinhagen (Director of Planning & Zoning), Dawn Morgan (Recording Secretary)

Joe I. chaired the meeting, which was called to order at 7:31 pm.

Agenda Changes: None.

Public Comments for Non-Agenda Items: None.

Capital Budget Input: Identify capital items/projects from the Town Plan

Alex W. said that the Select Board is looking for feedback from the Commission on the Town's Capital Budget and Program ahead of their discussion on December 11, 2017 and the subsequent planned public hearing and adoption on January 22, 2018. He said that the budget is updated annually, with input from Department heads, but that the Board would like to work toward expanding and improving the Capital Budget and Program over the coming years. At the Board's initial discussion on November 20, 2017, the Board recommended getting more input from Town committees (particularly the Planning Commission) and also recommended reviewing the Town Plan to make sure the Capital Budget and Program aligns with the types of capital improvements called for in the Plan.

Alex W. provided further background on the Capital Budget and Program, explaining that it is the Town's 6-year plan for bigger ticket items that cost \$5,000 or more (e.g., land acquisition, equipment, vehicles, projects, etc.). He said the Capital Budget is what the Town allocates next year's annual operating budget (FY19 – runs July 2018-June 2019) for capital items. The Capital Program looks out to the five fiscal years beyond that, and often notes projected capital expenses well beyond that time horizon.

Alex W. said that Budget already includes big ticket vehicle and equipment items (e.g., Highway Department, Police Department, Fire Department, etc.). He said that the Commission should focus on providing the Board with additional feedback on capital items that are not currently included, with attention to proposed items in the Town Plan or on the Official Map. He suggested several items to help

the Commission begin the discussion, such as: sidewalk projects that have cost estimates; Route 116/Charlotte Road intersection improvement; road widening for bike/ped safety; improvement and conversion of Stella Road and the Cheese Plant drive into a public road; town green improvements/creation on lot 1 (behind police station); Town building maintenance (e.g., furnace replacement, roofing, Town Hall curtains, etc.); major road and/or bridge improvements.

Alex W. also provided the Commission with a summary of Capital Budget related Town Plan action items, and noted that the Board's goal at this time is to broaden the discussion surrounding capital planning and work to refine the process in the years that follow. He said that this will be a way to begin saving for cost centers that the Town knows we will need (e.g., municipal building maintenance/replacement, infrastructure repair/replacement, stormwater infrastructure, etc.). He said this will assist in applying for grant funds later on, as the amount saved could be used as matching funds.

John K. inquired about the relationship between impact fees and the Capital Budget. Alex W. explained that the ability to charge impact fees were tied to a more formal Capital Budget planning process, which the Town began several years ago. He went on to say that impact fees need to be returned if not utilized within 6 years, but reserve funding approved by taxpayers can remain for the long term. There was general discussion regarding impact fees.

Joe I. noted the importance of revising the Official Map and backing it up with reserve funding. The Commission discussed various items to present to the Select Board including: village green spaces, electric vehicle charging stations, multigenerational community center, wastewater system upgrades and consulting fees for large planning projects. The Commission also agreed to present the Board with the summary list of capital plan related action items, with emphasis on the items where the Planning Commission is listed as the Lead.

Minutes of 11/08/17 Meeting: Rolf K. **made a motion to approve the 11/08/17 minutes as written.** John K. **seconded the motion.** The Board voted **6-0**. Maggie G. and James D. abstained.

Other Business & Correspondence:

- **Hannaford supermarket proposal update – VT Supreme Court decision**

Alex W. updated the Commission on two key results from the recent ruling from the VT Supreme Court regarding the Hannaford's project:

1. **Act 250 permit** - Sent the State-level Act 250 permit review back to the lower court to reconsider several issues, including: a) whether a proposed east/west grass swale will function properly for stormwater treatment; b) whether a traffic signal or some other alternative is necessary at the Route 116, Mechanicsville intersection; c) whether Hannaford should be

required to conduct a traffic study after the store opens to determine if additional road/traffic improvements are necessary.

2. **Site Plan permit** - Overturned the lower court's approval of the Town-level site plan permit because the project plans don't comply with a building setback from the Canal – a setback that was established when the property was subdivided in 1987.

Alex W. said the Town expects to know more about whether and how Hannaford will proceed after a court status conference in December. After that, if Hannaford elects to proceed with project permitting, the Select Board will take the lead on the legal strategy in consultation with our attorney. There was general discussion regarding the legal process and timeline.

Jeff F. asked if the 20,000-square foot retail size cap in the zoning regulations should be extended to include the commercial zoning district. Alex W. I noted that action item 3.1.1 of the Town Plan recommends consideration of increasing this limit for grocery stores in the village and village northwest zoning districts. There was consensus that this discussion should be part of the village growth area zoning revision project, and that it should be discussed at the January meetings.

- **Notice –Town of Richmond Town Plan public hearing, 12/14/17**

Alex W. notified the Commission that there will be a public hearing on the Richmond Town Plan, scheduled for 12/14/17.

The meeting adjourned at 9:04 pm.

Respectfully submitted,

Dawn Morgan, Recording Secretary