

**Town of Hinesburg  
Planning Commission  
May 23, 2018  
Approved June 13, 2018**

Members Present: Maggie Gordon, James Donegan, Marie Gardner, Dennis Place (left the meeting at 8:55 pm), Jeff French, Rolf Kielman (left the meeting at 8:55 pm)

Members Absent: Joe Iadanza, Barbara Forauer, John Kiedaisch

Public Present: None.

Also Present: Alex Weinhagen (Director of Planning & Zoning), Dawn Morgan (Recording Secretary - Outgoing), Kate Kelly (Recording Secretary - Incoming)

Maggie G. chaired the meeting, which was called to order at 7:32 pm.

**Agenda Changes:** None.

**Public Comments for Non-Agenda Items:** None.

Alex W. announced that this would be Dawn Morgan's last meeting as Recording Secretary and thanked her for her work. He then introduced Kate Kelly as the new Recording Secretary. The Commission welcomed her to the position and introduced themselves.

**Village Area Design Standards: Review first draft of public open space (greenspace) design standards - continued from 5/9 meeting**

Alex W. said that this was a first attempt at creating design standards for public open spaces. He said that the draft and associated size and location chart were heavily informed by standards from other communities.

The Commission reviewed the draft and made grammar and language suggestions.

Dennis P. asked if new developers would be required to provide public open spaces instead of just green spaces (regardless of whether they were public or private). Alex W. said that a developer could propose a number of different spaces, public or private, but that the proposed standard would specifically address publicly accessible open spaces that would attract and facilitate community use. Alex W. went on to say that open spaces could be privately owned but still align with elements on the Official Map

and have public accessibility. He said some of those spaces may have the option of eventually being taken over by the Town.

Dennis P. expressed concern about small open spaces scattered throughout town when perhaps one larger open space would better serve the community. Alex W. acknowledged Dennis P.'s concern and added that there are two issues that the Commission will need to address: 1) Adding a provision for off-site public open space improvements if provision of the necessary space on-site is not possible due to extenuating circumstances, and 2) Checking with the Town Attorney to see if there are any concerns regarding constitutional takings.

Dennis P. said that having a provision for off-site public open space would be a better way to meet the Town's green space goals and questioned whether residents of a private development would appreciate living next to a publicly accessible space. Alex W. said that revising the Official Map is a good way to meet the Town's goals by specifying locations and uses for open spaces. Additional discussion followed, and Alex W. said that Dennis P.'s point was worth further consideration by the Commission.

Alex W. presented Town maps that he had created (per discussions in previous meetings) and described the topographical features and color keys. The Commission discussed various existing green spaces and weighed the potential positive and negative impact of smaller, scattered spaces versus larger off-site spaces.

Jeff F. said that he felt connectivity is important and suggested that this could be an opportunity to create trails that connect public open spaces throughout the town. Alex W. said that the proposed draft currently calls for open space to be a footprint of a certain square footage but suggested that trails might also be considered open space in a linear sense. Additional discussion followed.

The Commission discussed additional options for what to base the size requirement on, including as number of residential units and non-residential space, parcel size, and occupancy. James D. said that the requirement listed on the proposed chart for smaller non-residential spaces felt a little high. Maggie G. suggested creating separate requirements for residential and non-residential developments.

General discussion followed.

Rolf K. noted that it is sometimes difficult for the DRB to tell where a project is located in relation to the community as a whole and what its overall impact might be. Jeff F. suggested that applications should include an overall town map reflecting the project's location within the community. Alex W. agreed.

**Rolf K. and Dennis P. left the meeting.**

## **Hannaford Project Discussion: Review and vote on draft comments to the Development Review Board**

Alex W. said that since there is not a quorum at this meeting the Commission will not be able to vote on the proposed draft. The Commission briefly discussed the memo and some of the members said they would send Alex W. editorial changes before the next meeting (if they had any).

Alex W. said that the next hearing for the project is scheduled for 6/5/18. He said that it is possible that they will close the meeting that night and the Commission's feedback would not register. He then listed the items remaining for Board's review and acknowledged that it is highly unlikely that the hearing will be closed on 6/5/18.

He encouraged Commissioners to be present at their next meeting so that there would be a quorum, should they decide to vote on a revised draft.

**Minutes of 5/9/18 Meeting:** There was not a quorum so this item was continued to the next meeting.

### **Other Business & Correspondence:**

- **Notice – Act 250 application; Hilton & Elaine Place property; two-lot subdivision on Place Road West; former driving range being converted to two building lots for single-family dwellings.**

Alex W. said that the Commission is party to Act 250 notices and that the notice is available on dropbox. Additional discussion followed.

- **Notice – Town of Starksboro Town Plan revision and upcoming public hearing.**

Alex W. said that he had reviewed Starksboro's Town Plan and that it is well done. He said that there is no incompatibility with Hinesburg.

Maggie G. **made a motion to adjourn the meeting at 9:10 pm.** James D. **seconded the motion.** The Commission voted **4-0.**

Respectfully submitted,

Dawn Morgan, Recording Secretary