



Town of Hinesburg  
Planning & Zoning Department  
10632 Route 116, Hinesburg, VT 05461  
802-482-2281 (ph) 802-482-5404 (fax)  
www.hinesburg.org

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## MEMORANDUM

**TO:** Jan Blomstrann & Wind Energy Associates  
**FROM:** Alex Weinhausen, Director of Planning & Zoning  
**DATE:** June 4, 2015  
**RE:** Wind Energy Associates – Reopening Subdivision Sketch Plan Review

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As you know, the Development Review Board discussed your subdivision sketch plan application at their April 7 and May 5, 2015 meetings. They closed the sketch plan review on May 5, and have been deliberating to reach a decision since that time. Several compliance concerns were raised during the deliberations about issues that were not discussed extensively or at all during those two meetings. The Board felt these issues could require substantive revisions to the conceptual plan. As a result, the Board felt compelled to reopen the sketch plan review in order to give you an opportunity to respond to these concerns, and potentially revise or update the sketch plan submittals accordingly. At their June 2 meeting, the Board approved a motion to reopen the sketch plan review on August 4, which is the next available meeting.

The major new areas of concern are briefly listed below. Peter Erb and I would like to meet with you and the project team in the next week or two to flesh out these issues and discuss ways to move forward. Please contact me to schedule that meeting. Beyond the major items listed below, Peter has also identified several minor issues that he would like to make you aware of. We are happy to review these with you when we meet.

I understand that this was not the outcome you were expecting. I can also imagine that the delay in the sketch plan review is rather frustrating. We (Planning & Zoning office staff) should have identified these issues in our earlier staff reviews and reports. I apologize for that. A large project such as yours has many facets, and clearly we focused on certain elements and compliance issues – only to discover others during the DRB’s deliberations based on discussion and scrutiny of the application and the regulations. Hopefully, consideration of these additional issues will help resolve potential compliance issues, improve the project, and make later steps of the process that much smoother.

**1. Development on Steep Slopes (Section 5.1.1, Subdivision)**

*area at the end of the residential road*

- Slopes appear to be 25% or greater.
- Proper streetscape may be difficult or impossible.
- No sidewalk shown on the plan for this section of road.
- Road width appears inadequate for proposed parking.
- Residential dwellings in this area will be highly constrained due to slopes and required cut & fill – i.e., design issues, little to no usable yard space, etc.

**2. Residential Road Width (Section 6.1.10, Subdivision; Section 5.22.2 #2, #3, #7, Zoning)**

*first portion of the residential road*

- 18' wide section of road is too narrow; road standard minimum is 22' in village area (30' if there is on-street parking on one side).
- On-street parking needed – for guests, future home occupations, etc.
- On-street parking required when feasible per section 5.22.2 #2.

### **3. Senior Housing Parking & Access (Section 5.5, Zoning)**

#### *building 2C*

- Inadequate parking shown on sketch plan (only 9 surface parking spots in proximity to building) – may necessitate redesign of central campus area.
- No underbuilding parking shown for this building.
- Vehicular access (for dropoff/pickup, for fire/ambulance vehicles) separated by central campus elements.

### **4. Mix of Uses – Office vs. Manufacturing (Section 3.7, Zoning)**

#### *buildings 1A, 1B, 1C, 2A, 2B, 2D – 133,750 sq ft Office; 44,400 sq ft Manufacturing*

- Percentage of Office use to Manufacturing use in conflict with purpose of the Village NE district.
- Buildings 2A, 2B, 2D all indicated and sited for purely office uses.
- The conceptual layout appears to make loading docks/areas manufacturing uses difficult or impossible for several buildings.
- Office uses are only allowed in conjunction with other uses (e.g., manufacturing) or as corporate offices/headquarters.