

**TOWN OF HINESBURG
DEVELOPMENT REVIEW BOARD
FINDINGS OF FACT, CONCLUSIONS & ORDER
For Town of Hinesburg Police Station,
Site Plan Approval, Tax Map #20-50-72.000**

This matter came before the Hinesburg Development Review Board (DRB) on the application of Town of Hinesburg, hereafter referred to as the Applicant for Site Plan approval for the construction of a new Police Station. It is the first phase of a Public Safety Facility which will eventually include major improvements to the neighboring fire station and the vacant lot behind them, all contained in a master plan that was submitted. The Police Station will be located on the same lot that it is now located on to the south of the present station, adjacent to the existing Fire Station.

Based on the above-mentioned public hearing and the documents contained in the “document” file for this proposal, the DRB enters the following Findings of Fact, Conclusions and Order

FINDINGS OF FACT

- 1) The police station lot is located on the south western corner of Route 116 and Farmall Drive in the Village District, parcel number #20-50-72.000
- 2) Site Plan review, per section 4.3 is required for municipal and other public structures.
- 3) The Applicant was represented by Joe Colangelo (Town Administrator) and by the project architects (Ashar Nelson and Andrea Murray of Vermont Integrated Architecture). Other professional members of the design team included: Brent Rakowski, civil engineer of Otter Creek Engineering; Adam Portz, landscape architect, SE Group. Several Town staff and community members participated on the project team.
- 4) The Site Plan Application was received on May 31, 2013, and included Site plan C-1 2012-05-31, Planting Plan LA 400, amended, Police Bldgelev A 4 2013-05-31, Police floor plan A2-1-2013-05-13, Lighting LA 200-202, 2013-05-31, Master Plan LA 100-2013-05-13, Landscape cost memo from SE, Hinesburg PSG Landscape Cost Estimate, Hinesburg PSF Narrative and Application letters, LH stormwater analysis, LA plans 3013-07-02. All of these submissions and revisions are contained in the document file (16-20-68.000) in the Hinesburg Planning & Zoning office. This file also contains staff reports and correspondence from other parties that were discussed during the review and are part of the record.
- 5) The Police Station is the only component of the master plan that is ready for construction and this review is specifically for it as a stand-alone project. It should be noted that the master plan and the site plan C-1, which includes the firehouse portion of the project, were scrutinized during the hearing process to insure that there will be coordination between all the phases and future conflicts avoided. Separate site plan applications are anticipated for other phases in the future, including the planned Fire Station additions. This site plan application did not address the future of the existing police station and additional permits will be necessary, either to repurpose it or to tear it down.
- 6) The following members of the DRB were present for the June 18th public hearing: Zoe Wainer, Dennis Place, Greg Waples, Sarah Murphy, Ted Bloomhardt and Dick Jordan and for the July 2nd meeting: Dennis Place, Zoe Wainer, Greg Waples, and Dick Jordan. Bill Moller was present at both and recused himself as a neighbor and member of a neighborhood association participating in the hearing process. See the official meeting minutes for a list of others present at the meeting.

- 7) The sidewalk in front of the existing police station currently crosses the curbcut at grade. This curbcut will be eliminated and it is proposed to have the sidewalk continue to use the existing asphalt pavement instead of being raised to form a continuous proper concrete sidewalk.
- 8) The southern island, required by VTrans, will be an at-grade, landscaped feature to control traffic flow, and to break up what is currently a very wide curbcut that essentially occupies the entire frontage of the Fire Station lot. The 11-foot turning radius of the southern side is such that it can only be a service entrance, for fire department and water department personnel. No public use of this southern curbcut is contemplated, and directional signage has been proposed to alert drivers accordingly. The design of this island will be re-evaluated and may require some reworking when the Fire Station improvement site plan review occurs.
- 9) The parking lot is projected to be used for parking for the fire station as well as the police station
- 10) The northern elevation of the police station is highly visible, without much architectural detail
- 11) A plan for snow storage; integrated into the master plan for full build out establishes that there will be sufficient area for it.
- 12) No outside trash storage or dumpsters will be used.
- 13) There will not be any hazardous materials on either site.
- 14) The estimated cost for construction and site improvement of the police station component of the project is \$867,000, which translates into a minimum landscaping budget of \$16,170 pursuant to section 4.3.8 #2d (Zoning Regulations). The current landscaping budget for the police station is approximately \$9,000. The police station will benefit (and receive value) from the extensive landscaping between it and the fire station that is planned as part of the fire station improvement project. As well there will be a cost associated with the final landscaping of the former curbcut area, not yet determined. The overall landscaping budget for the both the police and fire station projects does meet the minimum landscaping spending outlined in section 4.3.8 #2d.
- 15) The lighting consultant has verified that there is sufficient lighting at the sidewalk crossing of the new driveway. The parking lot lights will be controlled and shut off after hours. There will be a motion sensor light for the Sally port, and porch ceiling lighting by the entrance to light the emergency phone.
- 16) The construction entrance will be from route 116 and the area to the north of the fire department will be used for construction trailers and a staging area. Parking for construction workers will not occur on Farmall Drive, and is proposed for an area behind the existing police station. All extra soil will be trucked off site.
- 17) The facility will be served by Town water and sewer with connection to the existing police station remaining active.
- 18) The stormwater treatment for this application is intended to utilize capacity in the Creekside treatment system which was modeled to receive water from this entire site and the project engineer for this project, Brent Rakowski has confirmed that this capability exists. At this point the Creekside Association, who control access to this system, have not reached an agreement with the town.

CONCLUSIONS

- 1) This site plan will not preclude future use of the former police structure and could be amended to provide access there if necessary. The former police station and its surrounding site need a plan to ensure the structure does not become derelict building, and to ensure that this civic property at the heart of the village area is not forgotten or allowed to become a blighted.

- 2) Additional trees on the north side of the police station (per the master plan) are warranted to bolster the overall landscaping plan, and to help soften the northern face of the structure, which is designed with minimal windows for energy efficiency and security. The existing parking area there (for the current police station) precludes the possibility of planting a tree where one eventually should be.
- 3) While the applicant is proposing to spend less than required in the landscaping formula (section 4.3.8 #2d, Zoning), the landscaping proposed is sufficient for this component of the project at this time. This determination was made for several reasons:
 - a) Substantial additional landscaping is planned for the adjacent fire station improvement project, especially in the area immediately adjacent to the police station parking lot.
 - b) The overall landscaping budget for the combined police and fire station sites does in fact meet the landscaping spending formula. The police and fire station sites have been planned as an integrated “campus”, such that a strict division of landscaping costs for each phase of the project is not necessary.
 - c) The police station site plan was presented in the context of a larger master plan for the overall 3.5-acres owned by the Town (police station lot, fire station lot, lot 1). The conceptual master plan shows a robust landscaping plan especially for the Town Common area that nicely integrates all the future elements (police station, fire station, park & ride, Town Common).
 - d) The Applicant has demonstrated a long term commitment to beautification of the community, in part through many years of successful Green Up days during which landscaping is cared for and bolstered. As such, the Board is confident that this Applicant is committed to the not just the landscaping shown on the site plan, but also additional landscaping as the overall 3.5-acre site is more fully utilized.
- 4) The Shad tree located near the south west corner of the new station will be planted on fill, without access to native soil.
- 5) The viability of this project depends on future access to the Creekside stormwater system and state stormwater permits.

ORDER

Based on the Findings of Fact and Conclusions set forth above, the Hinesburg DRB gives site and conditional use approval to the Town of Hinesburg for the project described above, subject to the conditions listed below.

- 1) Public access to the fire station must occur only through the main curbcut, and not via the service entrance to the south. Signage shall be installed by this applicant to clearly indicate this.
- 2) The Town shall return to the DRB within 18 months with a site plan revision that addresses the former police station and the surrounding site that addresses the building , sidewalk connection and landscaping. Conditional use review will be required if the plan involves the demolition or removal of the building pursuant to section 5.22.3 #1 (Zoning).
- 3) If the existing parking area is removed one additional shade tree shall be planted in addition to the two to the west.
- 4) The site engineer, architect, and landscape designer should all be required to do a final sign off certifying that the project was constructed as planned.
- 5) Hours of construction shall shall be 7am-6pm, Monday through Saturday and none on federally recognized holidays.

- 6) All exterior building lighting shall be installed or shielded in such a manner as to be downcasting and to conceal light sources and reflector/refractor areas from view from points beyond the immediate illumination area.
- 7) All lights shall be turned off outside of operating hours except for minimal building mounted lighting near entry doors for safety purposes and a motion detector light for the Sally port.
- 8) This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the DRB and on file in the Town Office, and in accordance with the conditions of this approval. Deviations may be made from these plans if they are:
 - a) Approved by the designer, or equivalent and
 - b) In conformance with the intent of this decision and
 - c) Determined by the Zoning Administrator that they are not significant enough to require a formal revision to the DRB decision.
- 9) The areas exposed during construction shall be treated in a manner consistent with the procedures contained in the VT Handbook for Soil Erosion and Sediment Control on Construction Sites.
- 10) Notes shall be added to the site plan requiring perimeter protection from all construction equipment up to the drip line of the existing trees.
- 11) -In consultation with the Town Tree warden, the earth around and under the proposed shad tree shall be enhanced to compensate for the fill which will be under and around its site. This shall be done before construction begins so it can be integrated into the total project.

For the Development Review Board

July 16, 2013
Date

Board Members participating in this decision: Zoë Wainer, Dennis Place, Richard Jordan, Ted Bloomhardt, Greg Waples, and Sarah Murphy

Vote to approve: Unanimous

30-day Appeal Period:

An “interested person”, who has participated in this proceeding, may appeal this decision to the Vermont Environmental Court within 30 days of the date this decision was signed. Participation shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding. See V.S.A. Title 24, Chapter 117, Section 4465b for clarification on who qualifies as an “interested person”.

Notice of the appeal, along with applicable fees, should be sent by certified mail to the Vermont Environmental Court. A copy of the notice of appeal should also be mailed to the Hinesburg Planning & Zoning Department at PO Box 133, Hinesburg, VT 05461. Please contact the VT Environmental Court for more information on filing requirements, fees, and current mailing address.

State Permits: It is the obligation of the Applicant or permittee to identify, apply for, and obtain required state permits for this project prior to any construction. The VT Agency of Natural Resources provides assistance. Please contact the regional Permit Specialist at 878-5676 (111 West St, Essex Jct., VT 05452) for more information.

All new commercial construction including additions, alterations, renovations, and repairs is subject to the Vermont Commercial Building Energy Standard Applicants must file an energy code certificate before the certificate of occupancy is issued.

http://publicservice.vermont.gov/topics/energy_efficiency/cbes