



Town of Hinesburg, Vermont
Application form for Town Commission, Board, and Committee Appointments

Please supply answers to the following. The Town will provide access to a computer and printer for any applicant for the purpose of completing this form.

Name of Applicant: NEAL LEITNER Date: 2/11/14

Mailing Address: 10802 RTE 116 #3

Phone Number: 802-578-8867 E-mail Address: nleitner@gmail.com

Name of Commission, Board, or Committee: PLANNING COMMISSION

Hinesburg Resident: Y N (circle one)

Hinesburg Resident for how long? 1/2 year NA

See attachments for responses to questions 1-4.

- 1) Review the Mission Statement of the Commission, Board, or Committee you are applying to serve on and explain how you will aid the group achieve said Mission.
- 2) Please share your thoughts about implementation of at least two of the Top Priority Goals and Recommendations in the latest Town Plan (Section 9, page 75), as it relates to the Commission, Board, or Commission on which you are applying to serve.
- 3) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to regularly make the meetings?: Y N Will you be able to serve for the term of the position? Y N
- 4) Please introduce yourself to the Selectboard by providing a short cover letter and/or a resume.

February 11, 2014

Town of Hinesburg
PO Box 285
Richmond, VT 05744

RE: Application for the Town of Hinesburg Planning Commission (Written response attachment)

- 1) Review the Mission Statement of the Commission, Board, or Committee you are applying to serve on and explain how you will aid the group achieve said Mission.

RESPONSE: *The Vermont state statute 24 V.S.A. § 4325 states the powers and duties of the Planning Commission. I will try to balance the public good with private rights and interests. I will accomplish this objective by utilizing my ability to work collaboratively with the planning commissioners and other groups through attention to facts and details, along with my superb listening skills. I am able to decipher acts and statutes to perform my job within the law. I can effectively balance the minutia involved in planning with the large picture.*

- 2) Please share your thoughts about implementation of at least two of the Top Priority Goals and Recommendations in the latest Town Plan (Section 9, page 75), as it relates to the Commission, Board or Committee on which you are applying to serve.

RESPONSE: *Encouraging affordable and reasonably priced housing is an issue that I have considerable experience in. It is also a topic I am quite passionate about. As a "Gen Y'er", I have been priced out of home ownership. It saddens me to see my friends in my generation give up hope of home ownership. Wage deflation and property price inflation have excluded hard working young individuals from that dream. I will use my experience in the field to help level the playing field. Transportation planning is another field I have considerable experience in. I can aid in the implementation of complete streets policies, traffic congestion and alternative transportation promotion. Route 116 has so much potential to serve the town more effectively. I can help in that process.*

- 3) Review the scheduled meeting day/time of the Commission, Board or Committee along with the length of term of the position.

Will you be able to regularly make meetings? YES

Will you be able to serve for the term of the position? YES

INTRODUCTION COVER LETTER and RESUME

I am submitting my application and resume for the current opening on the Town of Hinesburg Planning Commission. After graduating with a Bachelor of Science in Urban Planning in 2001, I have acquired 13 years of professional planning experience in both the private and public sectors. The majority of my experience is in the public sector since I feel I can be more beneficial to the community in which I serve as a public servant. I also enjoy local government work and politics, which certainly helps in stressful periods.

I have decided that I want to serve on the Planning Commission for three main reasons. First, I enjoy the high quality of life Hinesburg offers, and would like to help maintain or improve that quality of life. Second, after 13 years of staff planning experience across the country, I would like to be able to make planning decisions, rather than just recommendations. Third, as someone who is new to town, yet knowledgeable about town issues, I can provide an educated and experienced outsider perspective that could be useful in Hinesburg.

Hinesburg is at an exciting moment, future development will change the town significantly in the near future. The quality and thoughtfulness of that development will determine whether or not Hinesburg prospers in the long term. As Hinesburg is the town I chose to settle down in, I would like to lend my hand in making it succeed in the future by serving on the Planning Commission.

I have attached my resume for your reference as well.

Sincerely,



Neal Leitner
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Hinesburg, VT 05461

802.999.7859
nleitner@gmail.com

NEAL B. LEITNER

Career Objective

Seeking to increase the health of communities by encouraging them to become more resilient, adaptable and sustainable.

Professional Experience

Zoning Administrative Officer, Richmond, Vermont

2013 to present

- Inspect structures, issue zoning permits and certificates of occupancy.
- Process minor subdivisions and boundary line adjustments.
- Work with non-compliant property owners who have been served violation notices to resolve zoning issues.
- Serve as E-911 coordinator for the town.

Senior Planner, County of Sussex, Newton NJ

2008 to 2013

- Facilitated Development Review Committee meetings by reviewing and executing all development applications.
- Worked with Rutgers Cooperative Water Resources Program to design and install four pilot green infrastructure projects.
- Prepared in-depth analysis reports for development projects, statistical projections and databases.
- Prepared a Pedestrian and Bicycle Circulation Element that incorporates Complete Streets policies and initiatives.
- Hiked the county rail-trail system and mapped points of interest using GPS, uploaded those points to a GIS database in order to create mobile apps for hikers and users of the trail system using smartphones.
- Worked to implement the Complete Streets Policy at the County level through public outreach and brochure materials.
- Made recommendations to development review boards and planning commissions in accordance with applicable regulations.
- Served as the Program Director of the Solid Waste Advisory Council, a public advisory board.
- Managed Solid Waste permits for the county, processed applications for amendment and approval.
- Updated the Solid Waste Master Plan to include zero waste policies, introduce waste to energy facilities, and further promote recycling programs.
- Served on a Solid Waste sub-committee while researching sustainable methods of waste management such as thermo-gasification.

Coastal Planner II, County of Mendocino, Fort Bragg, CA

2006 to 2008

- Member of a waste transfer siting committee. Met with the public and agencies to appropriately site a waste transfer station.
- Served as the County representative to the Mendocino Historic Design Review Board. Updated the Historic Review Design Guidelines.
- Responsible for local environmental conservation and mitigation efforts as the Environmental Planner involved with the Coastal Development Permit Processing.
- Prepared environmental reports, containing statistical findings, and analysis for review by the State Coastal Commission.

Urban Planner & Designer, HFA Design, Philadelphia, PA

2004 to 2006

- Conducted public outreach events with community members to promote street tree planting activities. Successfully planted thousands of street trees throughout south Philadelphia. Developed a tree inventory database and incorporated the data geographically into GIS maps and brochures for public and private needs.
- Developed green infrastructure plans with extensive community involvement, which encouraged sustainable programs such as the use of alternative stormwater management techniques.
- Redesigned a community's urban reservoir to accommodate a new park which led to a revitalization of the local neighborhood.
- Updated and maintained the I-95 Corridor Construction website with web coding and Dreamweaver software.

Assistant Project Manager, (Contract Planner) Hogle-Ireland, Southern California

2002 to 2004

- Contract planner for various municipalities in LA and Orange Counties. Worked in development review divisions and zoning.
- Designed residential communities and commercial site plans, maps, and land use applications for developments and project areas.
- Analyzed future land use through community research, field visits, surveys and interaction with local residents.

Assistant Planner (GIS), City of La Habra, La Habra, CA

2001 to 2002

- Created the first Zoning and Land Use maps for the City of La Habra and managed the GIS network.
 - Processed applications for the City Planning Commission and fielded inquiries for planning data and development applications.
 - Created informational materials which illustrated urban revitalization objectives for the purpose of obtaining CDBG grants.
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Education

B.S. in Urban Planning, College of Environmental Design, Arizona State University

August 1997 to May 2001

- Emphasis on sustainable urban design concepts through intensive studio programs.

Internships

Teacher's Aide 3rd Grade, Phoenix, AZ

September to December 2000

- Assisted a 3rd Grade teacher with any type of classroom assistance needed.
- Recess Monitor for school recesses.

Valuable Characteristics & Skills

- I am a self-motivated and highly creative individual with the ability to efficiently multi-task. I am personable, with excellent written and verbal communication skills, and am able to effectively problem solve in high-stress situations.
- Proficiencies include:
 - ESRI GIS applications
 - AutoCAD and other AutoDesk applications
 - Adobe Creative Suite software such as Illustrator, InDesign, Photoshop, Dreamweaver and Acrobat
 - Microsoft Office Applications such as Excel, Word, PowerPoint and Access

Most Valued Career Accomplishments

Successfully helped an applicant win a controversial planning board case, which was repeatedly repealed, that permitted wind turbines in the Coastal Zone. This particular case set a standard so that residents who wish to build wind turbines of a certain size could do so administratively, without having to get planning board approval. Today, residents in the Coastal Zone who want to utilize green energy are encouraged, rather than discouraged through reduced regulatory barriers.

Managed the Geographical Information System and created informational and statistical maps for use within city departments and for visual briefing material for presentation to the commission and council. Created the first GIS generated Zoning Map and Land Use Map for the City of La Habra.

Worked with the Santa Monica Mountains Conservancy to write, and ultimately pass an open space preservation plan through the city council. The preservation plan secured a riparian corridor along Coyote Creek in the city for environmental restoration and preservation.