

## **FY17 Municipal Planning Grant (MPG) Synopsis**

9/20/2016 by Alex Weinhausen, Director of Planning & Zoning, Town of Hinesburg

*\*\*Note – the formal grant application is done on-line. What follows is a synopsis of the project for Selectboard consideration prior to voting on the resolution needed for the application.*

### ***Project Title & Description:***

Hinesburg Zoning Regulation Overhaul. Hinesburg's Zoning Regulations were first adopted in 1972. After 40+ years of additions and piecemeal revisions, the regulations have become overly complicated, difficult for people to understand, frustrating for Town staff to administer, and likely to collapse under their own weight. The goals for the project are to make the regulations shorter, simpler, and easier to understand. We plan to add graphics, drawings, and other visuals to better explain standards/goals – i.e., add a picture, delete 1,000 words. The Town will retain a consultant to take the lead on this project, but will also utilize Chittenden County Regional Planning Commission (CCRPC) staff resources to assist.

The MPG is needed to pay for the bulk of the consultant costs. We will ask for the maximum grant amount (\$20,000). Our \$12,000 in Town funds will cover the required local match. The CCRPC has already agreed to provide 50 hours of in-kind staff support as part of their FY17 Unified Planning Work Program (UPWP).

### ***Cost Centers & Budget:***

Total Project Cost = \$34,500

- Consultant – 400-430 hours; cost estimate \$75/hour; \$31,500
- CCRPC Staff – 50 hours; cost estimate \$50/hour; \$2,500
- Town Staff – 100+ hours; cost estimate, priceless
- Direct Costs (mailings, meetings, materials) - \$500

Funding = \$34,500

- Municipal Planning Grant request = \$20,000 (maximum allowed)
- Town match = \$12,000. The Town has \$7,500 in existing reserve funds for the project, and is budgeting another \$4,500 in FY17 funds for a total of \$12,000.
- CCRPC in-kind = \$2,500 (50 hours staff time)

### ***Project Timeline:***

Grant Application Deadline:	October 31, 2016
Grant Award Decisions:	December 2016
Project Kick-off:	February 2017
Project Completion (approximate):	December 2017
All Grant Funds must be spent by:	May 31, 2018
Final grant report and products by:	June 30, 2018