

Town of Hinesburg
Planning Commission Meeting Minutes
November 10, 2021

Approved December 8, 2021

Members Present: Lenore Budd, Barbara Forauer, Marie Gardner (via Zoom), John Kiedaisch, Rolf Kielman,

Members Absent: James Donegan, Nina Friscia, Denver Wilson.

Also: Alex Weinhagen (Director of Planning & Zoning); Amy Coonradt (Recording Secretary)

Members of the Public: None.

Rolf K. called the meeting to order at approximately 7:02 PM.

1. Agenda Changes

None.

2. Public Comment for Non-agenda Items

There was no public comment.

3. Minutes of October 27 Meeting

Barbara F. **made a motion, and** Lenore B. **seconded, to approve the minutes of October 24 as amended. The motion passed 5-0.**

The minutes were amended as follows:

- Item #4, Paragraph #2: replace “Lenore B.” with “Barbara F.” prior to “...observed that there are no corridors connecting to the Mount Pritchard area.”
- Item #6: remove “Rolf K.” from end of item.

4. Zoning Regulation Revisions – Village Area Design Standards *(continued from September 8 & July 14 meetings)*

a. Review finalized proposal with illustrations

Alex W. said that after public hearings regarding the revisions to the Village Area Design Standards in June, changes were made and discussed at the Planning Commission’s September 8 meeting. He said that he included the revised illustrations for the Planning Commission’s consideration in this current iteration of the standards. He noted that John K. submitted a number of suggestions, which the group then discussed.

Alex W. agreed with John K.’s suggestion to delete “a vibrant and coordinated” from the streetscape language under the Streets, Roadcuts, and Streetscape subsection. John K. asked about the language in subsection 4(b), since it seems vaguely-worded. Alex W. replied that it is phrased to emphasize that the street is not designed in such a way as to be the biggest element along that section or road itself and should not overwhelm the buildings on the street. He pointed out that this would apply to new streets that are built, not existing streets. The Planning Commission agreed to strike the language. John K. asked if subsection 4(c) could reference recommendations of the American Society of Landscape Architects, and Alex W. replied that he was unable to find good standards to reference, but that he would like to

develop public works standards for the Town. He noted that the regulations don't seem like an appropriate place for that level of detail.

Lenore B. noted that subsection 8(b) says that non-native invasive species should not be used for landscaping, and asked if there is a reference list or authority that specifies which species are native or invasive. Alex W. replied that there is a reference included in Section 4.3.8.

Barbara F. noted that the illustration that shows site design and layout is missing a label on one of the utility boxes/service elements. Alex W. replied that the illustration seems to be showing dumpsters for that example, instead of utility boxes. He said he would have the consultant label the additional service element appropriately and add and label an example of a utility box.

John K. said that there is no introduction to the illustrations on page 12 like there are for other sections. Alex W. replied that the page could be relocated somewhere else, and will ask the consultant to do so. John K. asked where street tree separation is addressed, and Alex W. replied that in the subdivision regulations they discuss maximum street tree separation, but that's the only place in the regulations that that spacing is specified (otherwise, it is site-dependent and left to the designer). John K. suggested that it would be good to show how a site may look like a number of years down the road when the trees have grown. Alex W. said that they could include photos from the photo library that demonstrate some of the design standards. He said that he would add that to the preamble to 5.22.

John K. suggested that the definition of bicycles in subsection 10.1 should also include vehicles that carry more than one person.

Rolf K. asked about the examples on page 12 and how they accommodate on-street parking. Alex W. replied that under the streetscape section, the examples show on-street parking with mixed-use and multi-family use designations. He noted that on-street parking is not required for streets with single-family or two-family uses. Lenore B. noted that on-street parking can help with traffic calming. The Planning Commission agreed to leave the illustrations as is.

b. Discuss any further changes
This was discussed in Item 4(a) above.

c. Consider a motion to forward proposal to Selectboard

John K. **made a motion, and Lenore B. seconded, that the Planning Commission submit the proposed Village Area Design Standards as modified in tonight's meeting to the Selectboard. The motion passed 5-0.**

5. Other Business & Correspondence

a. Scheduling for November 24 meeting given holiday (keep, cancel, reschedule)
Alex W. provided the Planning Commission with an update on next steps on the Town common design charrette. He noted that the Town has put out a request for qualifications for landscape architects to see if they can find someone to distill all of the ideas into an actual plan. He said that the request is asking for simple response with qualifications and a cost estimate.

The Planning Commission discussed several of the projects they are currently working on. John K. emphasized the importance of initiatives around energy efficiency and climate change. Rolf K. suggested

having other committees come to the Planning Commission's first meeting of the year and speak about their priorities for the year and the issues that require immediate action. Lenore B. suggested, more immediately, that the Planning Commission read the Town Plan's energy chapter and discuss Planning Commission-related action items at one of its December meetings. John K. suggested broadening the conversation around climate change to include schools, VPIRG, and other organizations around the community.

Alex W. asked if the Planning Commission would like to hold, cancel, or reschedule its November 24 meeting, in light of the Thanksgiving holiday. Members of the Planning Commission agreed to cancel the November 24 meeting and resume meetings in December.

Rolf K. **adjourned the meeting at approximately 8:21 PM.**

Respectfully submitted,
Amy Coonradt, Recording Secretary