

---

---

**TOWN OF HINESBURG**

---

---

**TO:** SELECTBOARD  
**FROM:** TODD ODIT, TOWN MANAGER  
**SUBJECT:** BYLAW MODERNIZATION GRANT  
**DATE:** 11/3/2021

---

**ISSUE:**

The issue is whether the Selectboard will approve applying for a Bylaw Modernization Grant in an amount not to exceed \$20,000.

**DISCUSSION:**

Excerpt from Alex's attached memo:

This year the State is offering a special one-time Municipal Bylaw Modernization Grant program to help communities confront Vermont's housing shortage and update zoning to facilitate new housing. It is also a competitive grant process with approximately \$500,000 available. The maximum award amount is \$25,000.

Grant funding will be used for consultant assistance to analyze Hinesburg's existing zoning regulations and help us make minor revisions that would enable the creation of more housing pursuant to recommendations in the 2020 guide, "Enabling Better Places: A Zoning Guide For Vermont Neighborhoods."

**COST:**

The maximum local match would be \$2,000. However, the local match may be forgiven if the regulations are adopted prior to closeout of the grant.

**RECOMMENDATION:**

It is recommended that the Selectboard approve applying for a Bylaw Modernization Grant in an amount not to exceed \$20,000.

It is further recommended that the Selectboard approve the FY22 Municipal Resolution for Bylaw Modernization.

## FY22 Municipal Resolution for Bylaw Modernization

**WHEREAS**, the Municipality of Town of Hinesburg is applying for funding as provided for in the FY22 Budget Act 74 and may receive an award of funds under said provisions; and

**WHEREAS**, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

**WHEREAS**, the municipality is maintaining its efforts to provide local funds for municipal and regional planning purposes or that the municipality has voted at an annual or special meeting to provide local funds for municipal and regional planning purposes,

### Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds in accordance with the program's requirements;

2. That the Municipal Planning Commission recommends applying for said Grant;

Rolf Kielman

(Name of Planning Commission Chair)

(Signature)

3. That (Name) Alex Weinhagen Title Director of Planning & Zoning

is hereby designated as the Grant Administrator, the person with the overall Administrative responsibility for the Bylaw Planning Grant program activities related to the application, and any subsequent Grant Agreement provisions.

4. If the grant application is successful, and funds are awarded, the following individual will be the signatory on behalf of the municipality:

Name: Todd Odit

Title: Town Manager

Email: todit@hinesburg.org

Phone: 802-482-4206

**Note:** The signatory must either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is a Select Board Member, the Town Manager, the City Manager, or the Town Administrator, is hereby designated to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

Passed this 3 day of November, 2021.

- Check the box if the municipality authorizes its regional planning commission to serve as the 'agent' for the applicant municipality, or multi-town applicant municipalities, by assisting with the preparation of the application, supporting grant administration, and being exempt from competitive selection if serving as project consultant.

5. That the Municipal Legislative Body recommends applying for said Grant.

\_\_\_\_\_  
*(Legislative Body Chair)*

\_\_\_\_\_  
*(Signature)*

### INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be issued on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g. Selectboard), and the name and title of the Grant Administrator and Municipal signatory.
- B. Following formal adoption, the Chair of the Planning Commission and Legislative Body must sign upon endorsement by vote of the Planning Commission and Legislative Body.
- C. This form must be submitted with the grant application.

**CONSORTIUM APPLICATIONS:** For a multi-town application, each municipality must complete a separate Resolution form. All municipalities in a consortium must designate the same Grant Administrator, and signatory from the primary grant municipality.

## **Zoning for Great Neighborhoods Project Proposal**

10/22/2021 by Alex Weinhagen, Director of Planning & Zoning, Town of Hinesburg

### **Grant Program Overview**

This year the State is offering a special one-time Municipal Bylaw Modernization Grant program to help communities confront Vermont's housing shortage and update zoning to facilitate new housing. It is also a competitive grant process with approximately \$500,000 available. The maximum award amount is \$25,000. A 10% local match is required; however, this match will be forgiven if zoning revisions are successfully adopted prior to grant closeout.

- Municipal Bylaw Modernization Grant application deadline: November 15

The Planning & Zoning Department FY22 budget includes \$2,000 in "special projects" funds to cover the local match. Both the Planning Commission and the Select Board need to endorse the grant application.

I'm still working with regional planning commission staff to flesh out a scope of work and cost estimate. Based on similar work they have done for other municipalities, the cost is likely to be in the neighborhood of \$10,000 - \$15,000. If awarded, work on this project would likely not begin until the summer of 2022.

### **Project Description – Zoning for Great Neighborhoods**

Grant funding will be used for consultant assistance to analyze Hinesburg's existing zoning regulations and help us make minor revisions that would enable the creation of more housing pursuant to recommendations in the 2020 guide, "Enabling Better Places: A Zoning Guide For Vermont Neighborhoods."

#### **Zoning for Great Neighborhoods**

The State launched the Zoning for Great Neighborhoods project (<https://accd.vermont.gov/content/zoning-for-great-neighborhoods>) to help municipalities improve their zoning regulations and incrementally remove unnecessary barriers to creating more homes. With national expertise from Congress of the New Urbanism (CNU) through its Project for Code Reform and the local knowledge of Vermont's Regional Planning Commissions, typical Vermont bylaws were analyzed and best practices recommended. The 2020 guide recommends techniques to allow a wider range of housing and help address the mismatch between Vermont's available homes and the changing needs of Vermonters. Focus areas include: dimensional requirements; parking standards; allowable uses; street standards; development review process.

Although Hinesburg's village area zoning regulations are relatively modern, there is certainly room for minor changes to ease the creation of more housing – especially for multi-unit dwellings and for infill or redevelopment projects. This project may also be a good "vehicle" for addressing some of the housekeeping zoning revision suggestions that we are keeping track of – i.e., from the DRB, Zoning Administrator, State statutory changes, etc.

### **Town Plan Connection**

This project addresses the following action items in the 2017 Town Plan:

- 2.1.1 Create affordable housing that satisfies demands in the Housing Needs Assessment for Hinesburg.
- 2.1.2 Support affordable, senior, and reasonably priced housing town-wide within existing density allowances, with emphasis on higher densities of such housing in the Village Growth Area.

- 2.1.3** Encourage affordable and reasonably priced housing where suitable infrastructure exists or can be provided, while giving due consideration to important natural resources.
- 2.4.1** Review and implement means of streamlining the development review process as a way of reducing housing costs. Remove unnecessary barriers to well planned housing projects.
- 2.4.3** Encourage the maximum development of projects in the Village Growth Area with sensitivity to phasing and infrastructure limits.
- 2.4.4** Encourage housing developments that have a mix of market prices to create developments that serve a variety of income classes.
- 3.1.2** Continue to refine and adjust Hinesburg's land use regulations, Official Map, capital budget and plan, impact fees, and other municipal tools to implement the Village Growth Area vision while being sensitive to municipal and green infrastructure limitations.