



Memorandum

To: Planning Board
From: Ron Wolanski, Town Planner
Date: November 30, 2021
Re: Project updates

Following is an update on the status of projects that the Planning Board is involved with, either as part of Comprehensive Plan implementation, or items otherwise initiated by or referred to the board for consideration:

Planning Board work complete

- 1. Future Land Use Plan/Zoning Map Consistency Project (Comp Plan)**– All proposed FLUP amendments have been received by the Town Council and will be scheduled for public hearing. The first set of amendments was approved by the Town Council on June 17, 2019. The second set of amendments was approved by the Town Council on June 15, 2020. **Status: The final set of amendments were scheduled for Town Council public hearing on April 5, 2021. The Town Council referred the proposed amendments back to the Planning Board for additional consideration after concerns raised by residents of Toni-Lynn Terrace. Planning Board public hearing was held during the June 9th regular meeting. Revised FLUP map and proposed zoning amendment approved and forwarded to the Town Council for consideration. A TC public hearing will be held this Winter.**
- 2. Light Pollution** - Consideration of amendments to the Zoning Ordinance to limit light pollution (Comp Plan) – A draft Zoning Ordinance amendment was provided to the Planning Board for the May 13, 2020 meeting. The draft was discussed, and at the Board's October 14th meeting, it was decided to schedule a public workshop. The workshop was held on January 7th, after which the Planning Board voted to forward the amendment to the Town Council for consideration. **Status: With recommendation from planning staff to exempt single-family and two-family dwellings, on July 19th the Town Council voted to advertise the revised amendments for public hearing. On November 15, 2021 the Town Council adopted the ordinance on second reading..**
- 3. Historic Resource Preservation** - Consideration of potential Regulations and/or Zoning Ordinance amendments to promote preservation of historic buildings (Comp Plan) – Draft documents were revised based on input received during public workshop meetings and Board discussion. During its February 5, 2020 regular meeting the board voted to forward the proposal to the Town Council for consideration. Presentation to the Town Council was delayed due to potential budgetary impacts of the proposed program and uncertainty of

COVID-19 impacts on Town finances. **Status: To be presented to the Town Council in coming months.**

Prioritized ongoing Planning Board work items

1. **Affordable Housing** – Consideration of Comprehensive Plan action items on affordable housing. Listing of action items and preliminary proposed work plan for high priority items provided to the Planning Board during the April 14, 2021 meeting. **Status: Planning Board to begin implementation work in coordination with the town's affordable housing committee. With the approval of the Town Council, the Planning Board appointed member Art Weber to serve on the Affordable Housing Committee.**
2. **Airport Zoning** - Draft overlay for airport zoning (Comp Plan) – A Planning Board Subcommittee asked staff to create a draft ordinance based on the Westerly ordinance, which was approved by the subcommittee and forwarded to the full Planning Board. During its March 11, 2020 meeting the Board requested that a public workshop meeting be scheduled. **Status: During its meeting on July 26th the subcommittee working to draft the ordinance decided to recommend to the full board that the proposed overlay map be revised to exclude certain properties from the RPZ and that the ordinance language be approved as previously drafted. These revisions were presented during the Sept. 8th Planning Board meeting, at which point the Board requested that a public workshop be scheduled. Staff is working to identify a date for the workshop after the holidays.**
3. **Use Table/parking zoning Review** - The Board's use table subcommittee has been tasked with also reviewing zoning ordinance parking requirements as requested by the Town Council. **Status: A subcommittee meeting was held on October 12th, during which recommendations regarding parking were agreed to, subject to final review of the subcommittee. Subcommittee meeting held on November 23rd. Additional request of the Town Council to review parking requirements for residential uses to be received by the Planning Board on Dec. 8th.**
4. **Application Fees** - Draft Regulations amendments to implement new application fees and revise application checklists (Planning Dept.) – Amendments approved and forwarded to the Town Council in February 2019. At the request of the Town Administrator, the Town Council referred the proposed fees back to the Planning Board for additional study, including review by the Finance Dept. to ensure that all overhead costs are included in the fees. Proposed revised fees to be recalculated based on current town personnel and other costs. **Status: Staff met with the Finance Director to discuss overhead costs to be incorporated in the new fee schedule. Awaiting additional information from Finance office to complete proposed fee schedule.**
5. **Rural Village District zoning amendments** (Comp Plan) – The Planning Board subcommittee met with subject property owners to seek input and buy-in for creation of the new district. Given the lack of urgency on the part of the impacted property owners, the subcommittee advised the board that action on this item be delayed. The Planning Board agreed to table the matter. **Status: Tabled by the Planning Board for further discussion at a future date.**
6. **Transportation Options** - Consideration of amendments to the Regulations and/or Zoning Ordinance to promote transportation options (Comp Plan) - Following a public hearing in January 2020 the Planning Board adopted the requirement to provide bike racks (and other items) on site plans and forwarded those amendments to the Town Council for approval. **Status: The Town Council approved the bicycle rack requirement. Planning Department staff are researching other options for promoting transportation alternatives.**

7. **Mixed-use development ordinance amendments** – In September 2019 the Planning Board forwarded proposed amendments to the town’s mixed-use development zoning regulations (Zoning Ordinance Article 27A). The proposed amendments were subsequently rejected by the Town Council. The Board has indicated a desire to revisit the regulations for consideration of other possible amendments. **Status: The most recent Planning Board recommended amendments were received by the Town Council during its September 20th meeting, which were referred back to the Planning Board for additional review. During its October 13th meeting the Planning Board sent a revised recommendation to the Town Council. Town Council public hearing and first reading scheduled for December 6th.**

Cc: Town Administrator
Town Council