

October 2014

Reorganization of Development Ordinances





General Project Purposes

- Address the structure, organization, and readability of the Code
- Unify all development-related ordinances into a Unified Development Code (UDC)
- Update terminology and resolve issues of interpretation
- Revise non-policy related content (standards, criteria, and procedures)
- Include appropriate tables, graphics, and illustrations
- Publish on-line in a user-friendly accessible format



What is to be included in the Unified Development Code (UDC)?

- Zoning and Site Plan Review Ordinances (Ch. 19, Zoning and Floodplain Management)
- Subdivision Ordinance (Ch. 7)
- Floodplain Management (Art. II, Ch. 19, Zoning and Floodplain Management)
- Stormwater and Non-Stormwater Discharge Ordinance (Ch. 20)
- Other related provisions:
 - Ch. 2, Administration; Art. III, Boards, Committees, Commissions (e.g. BZA and Planning Board)
 - Ch. 4, Buildings and Building Regulations; Art. IV, Condominium Conversions
 - Ch. 8, Licenses, Permits, and Business Regulations; Art. X, Personal Wireless Service Facilities Siting;
 Art. XI, Temporary Signs
 - Ch. 11, Mobile Homes and Mobile Home Parks
 - Ch. 14, Streets, Sidewalks, and Other Public Places; Art. II, Streets
 - Ch. 15, Swimming Pools

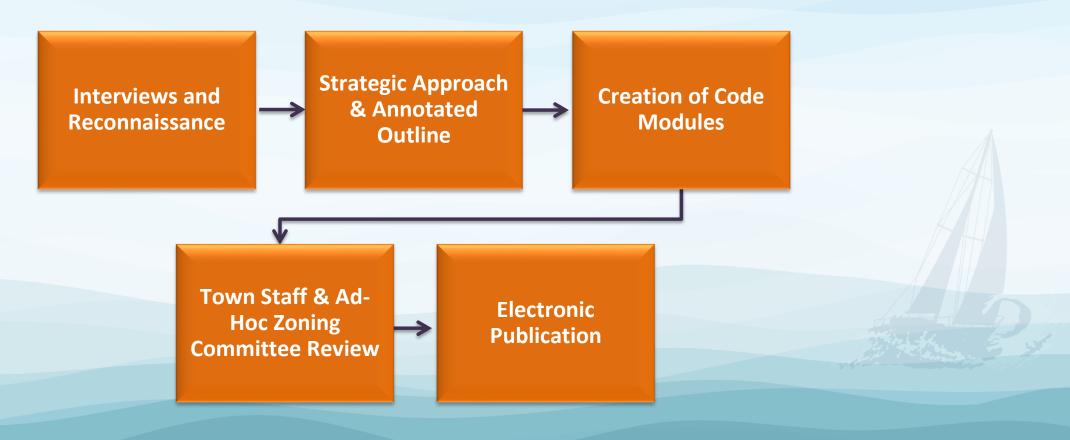


What is the value of a UDC?

- Consolidate all development-related ordinances into a single document
- Ensure consistency among different components
- Allow a more holistic consideration of subdivision, zoning, and site plan requirements
- Ease navigation and comprehension for technical and casual users alike
- Allow for better cross-referencing
- Condense in one code section all administrative procedures
- Streamline and maker clearer roles and responsibilities of decision-making bodies
- Consolidate and eliminate conflicts among definitions
- Simplify and streamline future code amendments



Code Drafting Process





Elaboration of Approach



- Meeting with Ad-Hoc Zoning Committee
- Interviews with boards and stakeholders
- Technical input meetings with Town Staff
- Field reconnaissance and observation
- Technical staff coordination
- Update and revise the ordinances in two modules
- WebEx presentations to the Ad-Hoc Zoning Committee
- Incorporate requested changes and revisions
- Produce a public hearing draft UDC
 - Coordinate public hearing process
 - Adoption facilitated by Town staff
 - Publish adopted UDC online in enCodePlus



Public Information

- Brief narrative description of the project posted to the Town's website
- Tentative calendar of project events and activities
- Information about KKC and enCodePlus
- PowerPoint presentations of UDC modules



Interviews and Reconnaissance

- Facilitated work session with Ad-Hoc Zoning Committee
 - Administration, implementation, and enforcement of current ordinances
 - Strengths and weaknesses of the ordinances
 - Conflicts, inconsistencies, and warranted revisions or modifications
 - Provisions that are difficult to understand or interpret
 - Submittal, review, and approval procedures
- Interview Project Stakeholders (e.g. boards, committees, commissions)
 - Discover key regulatory and procedural issues
 - Identify examples of "good" development
- Meetings with Town Staff
 - Understand processes and practices
 - Identify limitations or problems with administration and enforcement
- Field Reconnaissance: Observe on-the-ground development outcomes



Strategic Approach and Annotated Outline

- Provide an objective critique of the ordinances and how they're organized, interpreted, and applied
- Observe issues of ordinance structure and organization
- Provide context relative to legal consistencies
- Memorandum:
 - Approach to rewrite
 - Means to simplify and streamline procedures
 - Potential coding problems
 - Legal compliance
- Table of contents of proposed new UDC organization



Code Drafting

- Content of "Modules" determined by Strategic Outline
- Limited to non-policy oriented revisions; no new regulatory language
- Reorganize individual ordinances into unified code
- Revise and enhance language of existing ordinances, as needed
- Presentations to Ad-Hoc Zoning Committee via WebEx Conferencing



Town Staff and Ad-Hoc Zoning Committee Review

- Ad-Hoc Zoning Committee provides comments to Town staff
- Town staff responsible for soliciting and documenting Committee comments
- Comments recorded online in enCodePlus
- Edits incorporated into online code



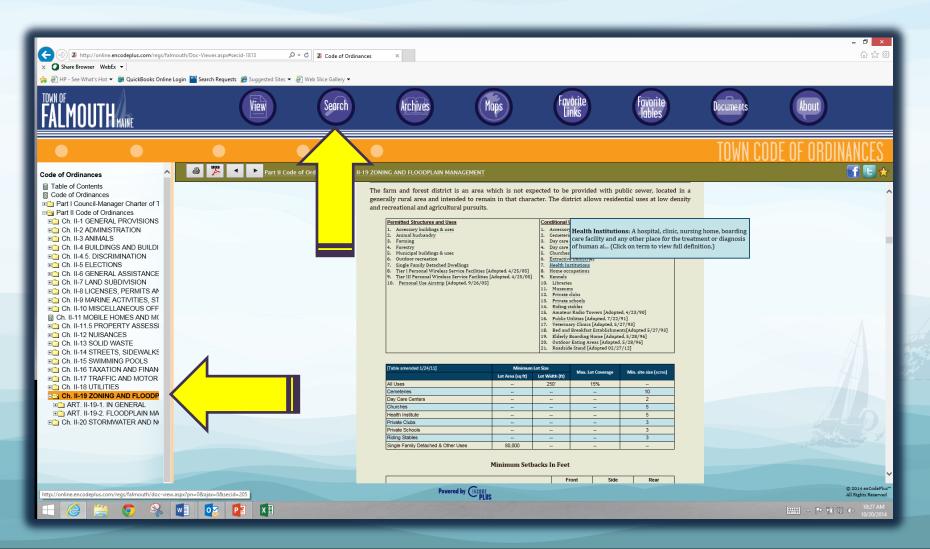
Public Hearing, Adoption, and Electronic Publication

- Preparation of Public Hearing Draft
- Ad-Hoc Zoning Committee final review
- Planning Board or Town Council public hearing
- Town Council consideration of adoption
- Electronic Publication

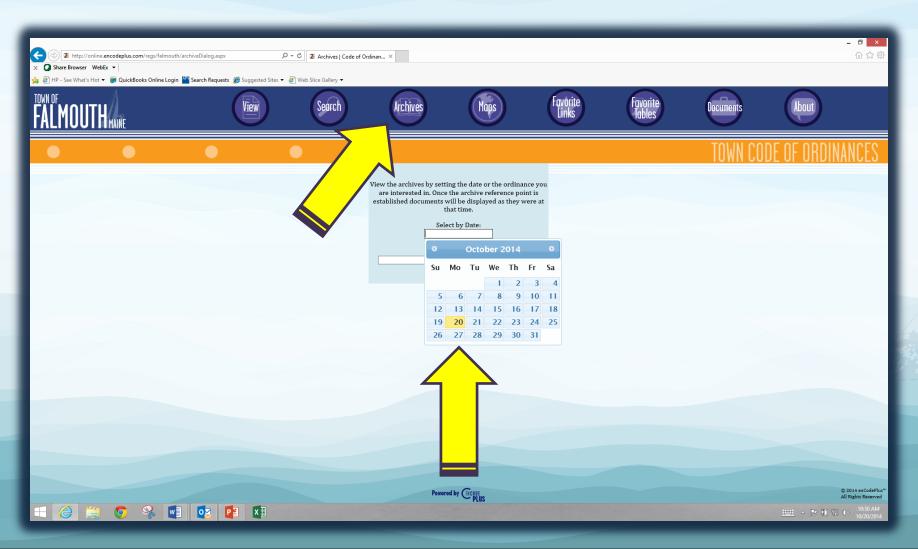
online.enCodePlus.com/regs/falmouth



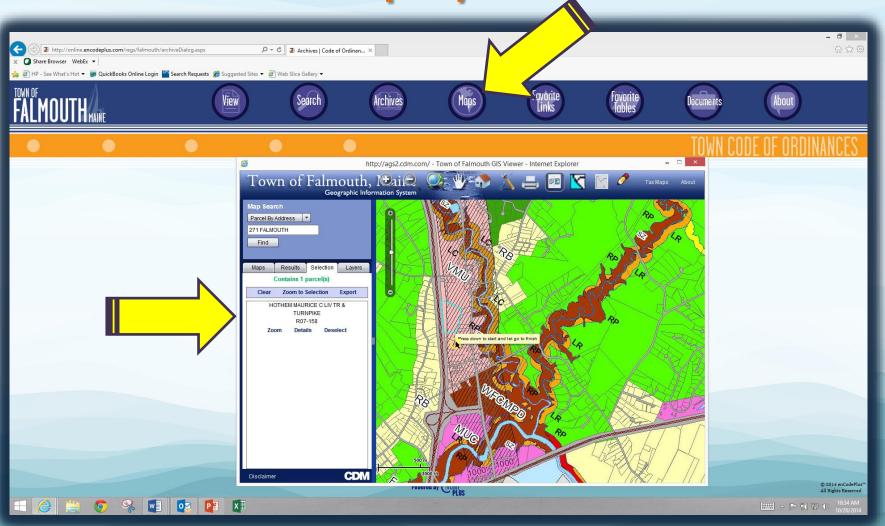
Search the Online Code



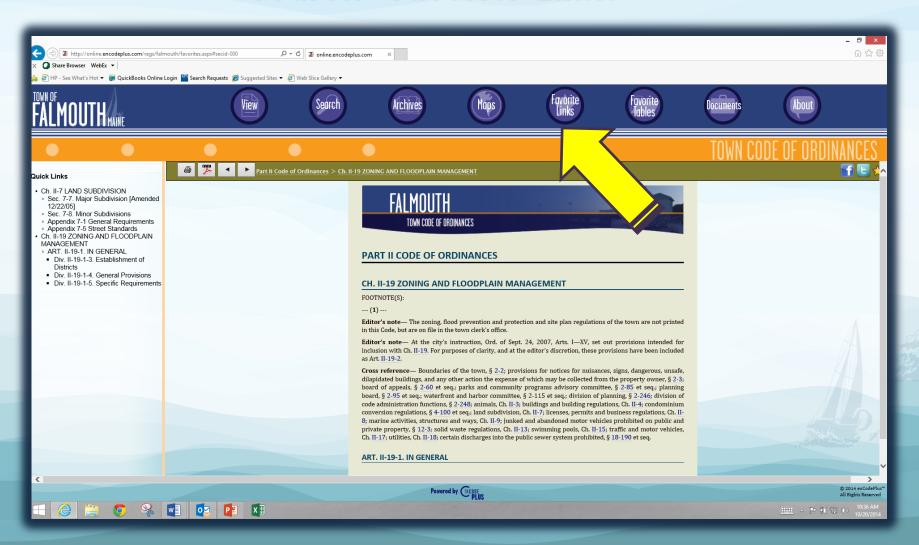
Search Ordinances Archives



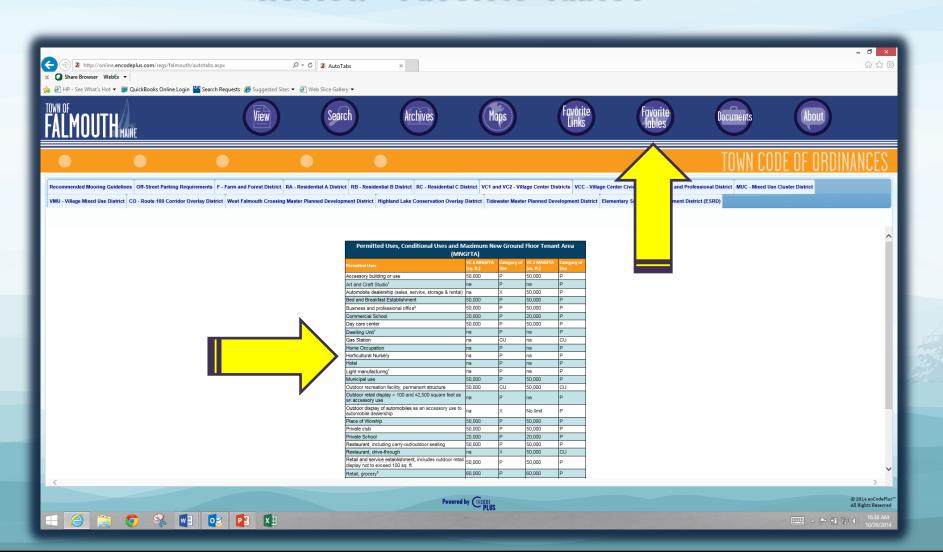
Locate Property Information



Search "Favorite Links"

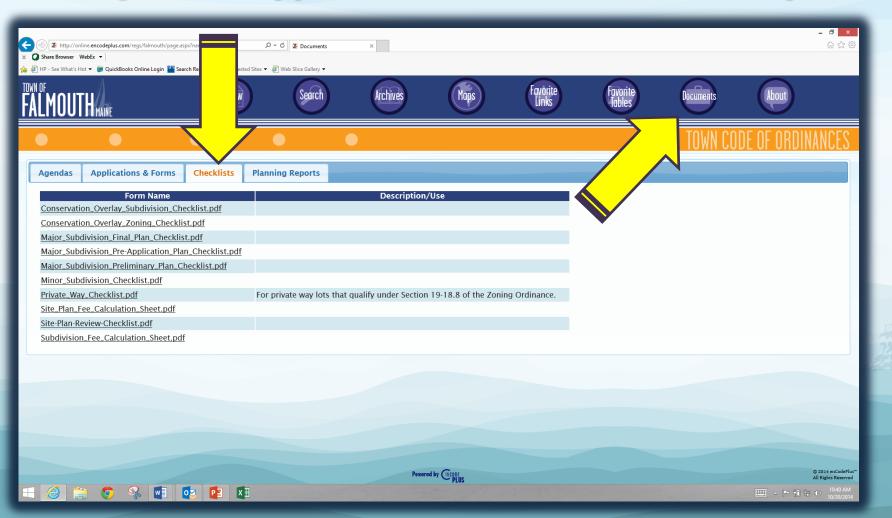


Review "Favorite Tables"





Review Agendas, Applications, Checklists, and Reports









- Inconsistent or conflicting definitions between ordinances (e.g., conservation subdivision, site inventory and analysis, street, etc.)
- Warrant for land use definitions corresponding with permitted/conditional uses
- Needed provisions for handling of "Unlisted Uses"
- Inclusion of standards within the definitions (e.g., manufactured housing units) and definitions embedded elsewhere in the ordinances (e.g.
- Conflict with Religious Land Use and Institutionalized Persons (RLUIP) Act
 - Church: A building or structure, or groups of buildings or structures, designed, primarily intended or used for the conduct of religious services and accessory uses associated therewith.
 - Place of Worship: A building or structure, or groups of buildings or structures, designed, primarily intended or used for the conduct of religious services and accessory uses associated therewith. [Adopted 5/13/13]
- Opportunity to shorten and simplify review of districts and uses (e.g., use tables) and development standards



Example of a Land Use Matrix

Table 25.02.11																		
Institutional, Recreation, and Amusement Uses																		
	Standards Reference ¹	Zoning Districts																
Land Use		Agriculture	Residential			Mixed Use	Nonresidential				Overlay and Special			Historic ²				
		AG	RR	SR	GR	UR	MU	SC ²	GC	DC ²	ВР	GI	AP	CE ²	PI	HA-4	НА-Р	HA-N
Institutional Uses	Institutional Uses																	
Adult Day Care	-	Р	Р	Р	Р	Р	Α	Α	Α	Α	Р	Р		Р	Р	Α	Α	Р
Child Care Center	§ 25.02.17	Р	С	С	С	С	Α	Α	Α	Α	Α	С	Refer to BP and GI Districts. Also, see Subsection 25.02.06.1 Airport Protection (AP) Overlay District	Р	Р	Α	Α	С
Crematory	§ 25.02.17	Р	Р	Р	Р	Р	Р	Р	С	Р	Α	Α		Р	Р	Р	Р	Р
Funeral Home, Chapel, or Mortuary	§ 25.02.17	Р	Р	Р	С	С	Α	С	Α	Α	Р	Р		Р	Р	Р	Р	С
Government Office	-	Р	Р	Р	Р	Р	А	Р	Α	Α	Α	Α		Р	Α	А	А	Р
Institutional Residential	§ 25.02.17	С	С	С	С	L	Α	L	Α	Α	Р	Р		Р	Р	Α	Α	С
Library	-	Р	С	С	С	А	А	Α	Α	А	Р	Р		Α	Α	Α	Α	С
Place of Assembly	§ 25.02.17	С	С	С	С	С	Α	С	Α	Α	Α	Р		Α	Α	Α	Α	С
Post Office	-	Р	Р	Р	Р	С	Α	С	Α	Α	Α	Α		Α	Α	А	А	Р
Private Club	-	Р	Р	Р	Р	Р	Α	С	Α	Α	Α	Α		Α	Α	Α	Α	Р
Public Safety Facility	-	А	С	С	С	С	А	С	Α	А	Α	Α		Α	Α	А	А	А



Example of a Development Standards Table

Table 25.03.03.3A Single-Family Detached Lot and Building Standards													
			Mir	Maximum									
District and	Lot Di	imension		Setk	acks	Bu	ilding	Impervious Coverage Ratio					
Neighborhood Type	Area	Width	Front	Front Interior Side ⁴		Rear	Height			Coverage Ratio			
Agricultural (AG)													
Standard (Farm)	20 ac.	600'	50'	75'	50'	75'	45'	5%	1%				
Rural Residential (RF	Rural Residential (RR)												
Standard (Acreage)	10 ac.	500'	50'	50'	50'	75'	45'	5%	1%				
Cluster (Ranchette)	2 ac.	175'	50'	15'	30'	75'	45'	10%	2%				
Planned (Homestead)	1 ac.	125′	50′	12′	30′	75′	35'	15%	2%				
Suburban (SR)													
Standard	2 ac.	175'	50'	15'	30'	75'	45'	5%	1%				
Cluster ¹	31,000 sf.	110'	50'	10'	20'	75'	35'	30%	10%				
Planned ¹	6,000 sf.	60′	25′	6'	15'	25′	35'	40%	30%				



- Number of base (11), special (5), and overlay (6) zoning districts and sub-districts (3) and opportunities for consolidation and simplification
- Imbalance of permitted and conditional uses and opportunity for "limited" uses
- Inconsistent development standards by district (e.g., lot area and width, lot coverage, residential area per dwelling unit, impervious surface)
- Existence / absence of district purpose and applicability statements
- Standards interwoven throughout the zoning ordinance (e.g. signage, buffering, parking, etc.) rather than centralized in respective code sections
- Warrant for reorganization
 - Blending of uses, standards, and procedures
 - Centralize similar standards (e.g. signage, buffering, parking, etc.)



- Broad array of "Specific Requirements" including conditional use standards, parking/loading requirements, sign standards and procedures, accessory structures, calculation of net residential area, residential growth, stream buffers, tree preservation and planting, erosion and sedimentation control, etc.
- Potential conflict between code of ordinances and zoning ordinance, e.g. Board of Appeals v. Board of Zoning Appeals
- Organize Administration into:
 - Development Review Bodies appointment, composition, meetings, etc.
 - Permits and Procedures
- Move design standards from Planning Board Site Plan Review to section on Site Design Standards



- Blend together similar provisions:
 - Master development plan procedures for West Falmouth Crossing and Tidewater
 - Parking, signage, and landscaping standards across multiple districts





- AUTHORITY, JURISDICTION, APPLICATION, AND PURPOSES
 - Authority, Jurisdiction, Application, and Purposes
 - Authority
 - Jurisdiction
 - Application
 - Purposes
 - Effective Date
 - Transitional Provisions
 - Pending Applications
 - Approvals that Predate this Code
 Prior Conditions of Approval

 - Annexed Property
 - Existing Planned Developments
 Existing Violations

 - Private Restrictions



- Zoning Districts and Land Uses
 - Purpose and Application
 - Zoning Districts
 - Official Zoning Map
 - Establishment of Zoning Districts
 - Land Uses
 - Residential and Commercial Uses of the Home
 - Institutional, Recreation, and Amusement Uses
 - Commercial Uses
 - Agriculture, Industrial, Utility, and Communication Uses
 - Uses Not Listed
 - Conditional Uses
 - Temporary Uses (as needed)



- DEVELOPMENT STANDARDS
 - Purpose and Application
 - Development Yield and Lot Standards
 - Residential Development Standards
 - Conservation Subdivision Standards
 - Nonresidential and Mixed Use Standards
 - Nonresidential Development Standards
 - Mixed Use Development Standards
 - Master Planned Development District Standards
 - Height and Area Exceptions



- ACCESSORY AND SUPPLEMENTAL USE STANDARDS
 - Purpose and Application
 - Accessory Uses
 - Accessory Apartments
 - Accessory Cottages
 - Accessory Dwelling Units
 - Animals
 - Motor Vehicles
 - Commercial Motor Vehicles
 - Recreational Vehicles
 - Display and Storage
 - Setbacks
 - Accessory Structures
 - Wastewater Pump Station



- DESIGN AND SPECIAL DEVELOPMENT STANDARDS
 - Village Center (VC), applicable to VC1, VC2, and VCC
 - Site Planning
 - Streetscape
 - Internal Drives
 - Architecture
 - Pedestrian and Bicycle Movement
 - Landscaping and Screening (unless centralized)
 Lighting (unless centralized)
 Signage (unless centralized)
 Parking Areas (unless centralized)

 - Service Areas
 - Stormwater Management Facilities
 - Focal Points
 - **Outdoor Spaces**



- West Falmouth Crossing (WFC)
 - Exit 10 Design Guidelines
 - WFC Sign Controls (unless centralized)
- Retirement Community
 - Development Along Adjacent Roads
 - Design Elements
- Tidewater Village (TV)
 - TV Design Guidelines
 - TV Sign Controls (unless centralized)



- 234 Middle Road (MRSD)
 - MRSD Building Conditions
 - MRSD Lighting (unless centralized)
 - MRSD Signage (unless centralized)
 - MRSD Landscaping and Screening (unless centralized)
 - MRSD Protection of Natural Resources
- Elementary School Redevelopment (ESRD)
 - ESRD Master Sign Plan (unless centralized)
 - ESRD Underground Utilities
- Garden Center (GCSOD)
 - GCSOD Outdoor Retail Display and Outdoor Sales and Storage (unless centralized)



- Village Park (VP)
 - VP Architecture
 - VP Hockey Rink
 - VP Parking Areas (unless centralized)
- Residential Planned Development
 - Road Layout
 - Road Construction Standards
 - Utilities
 - Utilization of the Parcel
 - Environmentally Sensitive Areas
 - Relationship of Residences and Open Spaces
 - Buffering



- Residential Planned Development
 - Open Space
 - Recreational Facilities
 - Private Outdoor Space
 - Storage
 - Development Plan
 - Pedestrian Circulation
 - Shoreline Relationship
- Route 100 Standards
 - Road Frontage
 - Curb Cuts
 - Signs



- Route 100 Standards
 - Landscape Border Strip
 - Master Development Plan Required
 - Building Separation
- Resource Conservation Overlay District Standards
 - Purpose and Application
 - Development Patterns
 - Common Open Space
 - Priorities
 - Use of Common Open Space
 - Stewardship
 - Individual Residential Lots



- Resource Conservation Overlay District Standards
 - Layout and Design
 - Streetscape Buffers Adjacent to Existing Streets
 - Perimeter Buffers
 - Conceptual Long Range Development Plan
 - Alteration of Natural Resources
- Standards for Country Estate Lots
 - Purpose and Application
 - Standards for Individual Lots
 - Layout and Design
 - Streetscape Buffers
 - Perimeter Buffers
 - Conceptual Long Range Development Plan
 - Exempt Lots



- SITE DEVELOPMENT
 - Parking and Loading
 - Parking and Loading Calculations
 Required Off-Street Parking
 Shared Parking

 - Design
 - Loading
 - Parking in Special Areas (if centralized)
 - Site Access
 - Private Access Drives for Country Estate Lots
 - Location and Design
 - Dimensions
 - Surfacing
 - **Acceleration and Deceleration Lanes**
 - Drive-Through Facilities



- SITE DEVELOPMENT
 - Lighting
 - Plans
 - Design Standards
 - Landscaping and Screening
 - Purpose and Application
 - Preservation of Existing Plant Materials
 - Parking Lot Landscaping
 - Landscape Design
 - Maintenance
 - Inspection



- SITE DEVELOPMENT
 - **Buffering**
 - Purpose and Application
 - Exemptions
 - Guidelines
 - Special Area Requirements
 - Signs
 - Purpose and Application
 - Sign Permits
 - Maintenance and Conformance
 - Safety Standards
 - Exceptions
 - **Temporary Signs**

 - Permanent SignsSize of Freestanding Signs
 - Illumination



- ENVIRONMENTAL MANAGEMENT
 - Natural Resource Buffering
 - Purpose and Application
 - Protected Resources
 - Required Buffers and Setbacks
 - Exemptions
 - Non-Forested Areas
 - Maintenance of Forested Buffers
 - Enforcement of Buffers
 - Fill
 - Purpose and Application
 - Guidelines



- ENVIRONMENTAL MANAGEMENT
 - Erosion and Sedimentation Control
 - Purpose and Application
 - General Standards
 - Requirements
 - Plans
 - Inspections
 - Enforcement
 - Post-Construction Stormwater Management
 - Purpose and Application
 - Compliance



- ENVIRONMENTAL MANAGEMENT
 - Shoreland Protection
 - Purpose and Application
 - Authority
 - Conflicting Regulations
 - Permitting
 - Special Exceptions
 - Land Clearing
 - Mineral Exploration and Extraction
 - Structures and Uses Over or Below Normal High Water Line
 - Roads and Driveways
 - Septic Waste Disposal
 - Soils



- ENVIRONMENTAL MANAGEMENT
 - Shoreland Protection
 - Principal and Accessory Structures and Lots
 - Timber Harvesting
 - Water Quality
 - Individual Private Campsites
 - Essential Services
 - Archeological Sites
 - Highland Lake Protection
 - Purpose and Application
 - Requirements
 - Natural Forestland Buffers
 - Phosphorous Controls

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Reorganization of Development Ordinances

Thank you

