

Town of Falmouth Ad-hoc Zoning Committee

Thursday, May 28, 2015

Approved Meeting Notes

A quorum of the committee was not present.

Members Present: Co-Chair Stan Given, Co-Chair Karen Farber, Steve DeCosta and Tim Nolan

Staff Present: Amanda Stearns

The committee was without a quorum but decided to spend the time reviewing the module. Minutes were deferred to the next meeting.

Overall Project Schedule – A. Stearns reviewed the update schedule and stated that even with the delay in Module 1, staff are committed to meet the year end completion. It may be that the adoption process slides into the new calendar year but it is certain that we can complete the project this Council year.

The need to include some community outreach prior to the adoption process was discussed. Members agreed that a workshop with the BZA and Planning Board was very important and that a joint meeting of all groups that were invited during the introduction would also be a good idea. It is understood that this project is unique and that meaningful outreach is important. Other ideas discussed were having a “cold review” by someone that has knowledge in land use ordinances but is not working on this project or in Falmouth. Another idea is to work up a list of word problems and have laypeople use the ordinance and see how well they are able to find the information.

In preparation for the Council briefing, Tim Nolan suggested looking at the format of the Route 100 report. He felt that it was put together very well. Amanda will look it over and start thinking about how to put together a presentation.

Module 2 - KKC are currently working on Module 2 and will let staff know when certain components are complete so that we review them.

Module 1 – The committee focused on the clean version of the module. Amanda noted that she will be compiling a narrative list regarding the module edits and additions.

- a. Transitional Provisions (Section 19-1-200) -During staff review we reviewed language suggested by KKC. We are still working on a proposal for the committee. This section is not approved in the current draft, but will be added later.
- b. Zoning and non-zoning. – This has been addressed in Section 19-1-103. The members were in agreement with the approach
- c. Zoning Districts Table – The new table is complete. Members comments were:
 - 1) Need to determine some order to the list.
 - 2) Want links from the districts to the GIS map.
 - 3) Need to add the coloration back in [It was noted that the colors chosen should be such that the document can be printed in black and white and that those with color differentiation challenges still get the message being conveyed by the coloration.
- d. 19-2-300 – The Use tables are still under construction. This is the area where staff has to reconcile the use terms and definitions. Hyperlinks show in the Reference column where there are specific standards for a use. Due to the number of districts the table is divided between base and overlay districts. Members comments were:
 - 1) Would like to see an explanation of how base and overlay districts work together.

- 2) Overall like the format, and recognize that terms and definitions need to be reconciled.
 - 3) Want table notes to disappear and if there are special standards associated with a particular use they should have a reference link.
 - 4) Think the base and overlay district tables should have different coloration themes so that they are distinguishable from each other.
 - 5) Remove the list of overlays that do not affect uses
 - 6) Add the shoreland uses
 - 7) Remove table notes and incorporate as noted for base districts.
- e. 19-2-305 – general statement on prohibited uses – Members agreed with this approach.
 - f. 19-2-306 – recommendation is to remove this section on similar uses. The Code Officer routinely has to interpret whether or not a use falls within a use category. There is an appeal process if the property owner disagrees with the interpretation. Members agreed with this approach.

Staff are still reviewing the remainder sections. The committee members understood that Module 1 will be reviewed again and in conjunction with Module 2. That review may result in additional modification.

Next Meeting – Members present agreed that the meeting with KKC needs to be attended by a quorum so that the committee can officially vote on the authority to proceed. Amanda will email the committee on Friday and work on establishing a date and time that can be meet that requirement.

Notes prepared by AL Stearns, May 29, 2015