



Date: August 17, 2011  
To: Town Council  
From: Falmouth Economic Improvement Committee (FEIC)  
Re: FEIC Progress Report

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Since February 2011, the newly-formed Falmouth Economic Improvement Committee has met 9 times to tackle its charge as directed by the Town Council (see attachment A).

As the first step, the FEIC reached out to 8 Falmouth business representatives who recently went through the Town's permit process (see attachment B). The committee also met with Town staff and Planning Board and Board of Zoning Appeals representatives.

### **Falmouth Economic Improvement Committee Members**

David Libby, Chair

William Lunt III,  
Vice Chair

Ann Armstrong

Sterling Kozlowski

Mike Skillin

Anne Theriault

Jim Thibodeau

### **Council Liaison**

Will Armitage

### **Staff**

Nathan Poore

Theo Holtwijk

Based on those discussions, the Committee finds that Town staff is doing a good job in guiding applicants through the permit process, but that, to facilitate economic development in Falmouth, some ordinance amendments are warranted. Therefore, the FEIC would like to consider further analysis of the ordinance to determine what specific changes could be beneficial. We plan to review existing ordinances, policies, and regulations pertaining to:

1. Sign regulations, especially those regarding temporary signage,
2. Route 1 and Route 100 design guidelines, especially those affecting renovations and additions to existing structures,
3. Any unintended conflicts between regulations,
4. Staff-level review of minor projects,
5. More consistent, business-like communications regarding existing zoning violations, and
6. Other ordinances, policies, and regulations impacting economic improvement.

In addition, the Committee fully supports these pro-active outreach efforts to new businesses in Falmouth as proposed by Town staff (see attachment C):

1. Development and implementation of a New Business Tracking Database, and
2. Preparation and distribution of on-line/hard copy Information Packets for New Businesses.

The FEIC intends to partner with other economic development organizations, where feasible, and is also considering these future actions:

1. Development of a Falmouth Local Business Directory,
2. Development of a Comprehensive Falmouth Business Database,
3. Implementation of a Falmouth Business Visitation Program,
4. Promoting Open House/Ribbon cutting events for new businesses with Town Officials, Falmouth/Cumberland Community Chamber, and the press; and
5. Any appropriate actions as pertains to the Town Council Charge.

The Committee welcomes the Council's feedback on these proposed actions and, if appropriate, recommends that they be incorporated in the Council's upcoming Work Plan for 2011-2012.

Sincerely,  
David Libby, Chairman