



Town of Falmouth Community Development Department

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Memorandum

Date: April 4, 2013
To: Town Council
From: Amanda L. Stearns, Community Development Director
Cc: Nathan A. Poore, Town Manager
Ethan Croce, Senior Planner
Justin Brown, Code Enforcement Officer
Re: Proposal for Ad Hoc Zoning Committee to advise on Administrative Rewrite

As the CDC and staff are moving along with the work on the Route One amendments it will soon be time to look ahead at new projects. The complete overall or rewrite of the Zoning and Site Plan Review Ordinance has been a subject of Council, staff and committee discussion for at least five years. Due to the volume and complexity of other zoning amendments that have been referred to staff and the CDC, there has been little or no time to specifically dedicate to the rewrite.

Staff are continuing to “pick away” at certain aspects to date. With each amendment that has come before the Council they have attempted to include some elements of the rewrite for those particular sections. We are committed to having the rewrite completed in the next fiscal year. To facilitate that process and allow the Community Development Committee time to focus on policy issues for future land use ordinances, I am proposing that the Council consider the formation of an ad-hoc committee to work with staff and the CDC on the administrative rewrite. Much of the work will be technical in nature. A broader based committee with members familiar with the details of ordinance interpretation and first hand working knowledge of the ordinance would provide the technical feedback staff and the CDC will need.

This committee would have 9 members. This allows six committee representatives that have a wide perspective on land use regulation and three at-large members that bring a customer perspective. With this number the committee will provide a good balance of different viewpoints and that will result in a better product. Please find attached a draft order with the specific details on the committee make up.