

TOWN PLAN AND ZONING COMMISSION
BUILDING-ZONE REGULATIONS WORKING GROUP
MINUTES OF OCTOBER 4, 2021 SPECIAL MEETING

The meeting commenced at 5:00 PM through Zoom Video Conferencing

Present: Subcommittee Members: Thomas P. Gullotta, Kurt P. Cavanaugh, Dr. Stewart Beckett III and Laura Cahill
Excused: Raymond Hasset
Richard J. Johnson, Town Manager; Rebecca Augur, AICP, Director of Planning and Land Use Services and Jonathan E. Mullen, AICP, Planner

1. Committee Responsibility

Rebecca Augur called the meeting to order and then made a presentation to the group. The presentation detailed the purpose of the group, which was for members of the Town Council and Town Plan and Zoning Commission to work together to select areas of the regulations to be revised. The group will also review and provide feedback on draft revisions prepared by Town staff.

2. Scope of Potential Regulations

Ms. Augur stated that recently enacted State legislation requires the town to revise several sections of the regulations within a certain timeframe. Regulations with State-mandated revision timeframes include: residential minimum floor area, accessory dwelling units (ADU), outdoor dining, recreational cannabis, residential parking standards, and neighborhood character. Ms. Augur then listed other sections of the regulations that the group should consider revising, including: the permitted uses table, excavation, short term rentals, stormwater management, affordable housing requirements in Planned Area Developments, customary home occupations, and open space subdivisions.

3. Approach and Schedule

Ms. Augur suggested that the group divide the revisions into phases. Phase 1 would be the State-mandated revisions. She suggested that these revisions could happen between October and December of 2021 with public hearings scheduled for February through April 2022. Phases 2 and 3 would be non-mandated revisions based on priority as established by the working group.

4. Discussion

Several members of the group inquired about the opt-out clauses for the accessory dwelling unit and parking regulations. Ms. Augur explained that a municipality had the option to opt-out of revising their accessory dwelling unit and parking regulations. The opt-out process would require a public hearing of both the Town Plan and Zoning Commission and the Town Council. Both bodies would require a 2/3 affirmative vote to opt-out.

Councilman Beckett said that he would like to see the regulations revised so that there was more administrative approvals based on compliance with the regulations. Ms. Augur noted that the Table of Permitted Uses was actively being revised to make it easier to use. Councilman Gullotta expressed concern about revising the stormwater regulations and would rather have staff revise that section in consultation with the engineering department. Commissioner Cahill stated she would like to evaluate how much parking the town really needs. She added that she would like to see the results of the affordable housing study before making any changes to the regulations. Councilman Gullotta was

concerned about the mandated changes to outdoor dining regulations. He was specifically concerned about how those changes would affect parking in town. Council members Cavanaugh and Gullotta recommended that the town opt out of the accessory dwelling unit and parking revisions. Councilman Beckett stated that the town should not opt out of the State-mandated revisions.

The group agreed that meetings would be meet on Mondays at 5:30 on an as-needed basis.

Meeting adjourned at 5:43 pm

Respectfully submitted,

Jonathan E. Mullen
Planner