

(27)

## SUMMARY OF PLANNING BOARD ACTION

**Subject:** Office/Institutional-4 Zoning District, Land Use Management Ordinance  
Text Amendments

**Meeting Date:** September 14, 2004

**Recommendations:** The Planning Board discussed proposed changes to the Ordinance and had the following recommendations for the Town Council:

- 1. Proposed Change: Require that a Concept Plan be presented for Council consideration prior to submittal of an application for a Development Plan or Modification of a Development Plan.**

The Board voted 10-0 to recommend adjusting the language of the Ordinance to require Town Council consideration of a Concept Plan as a mandatory pre-application step, prior to submittal of a Development Plan or Development Plan Modification.

- 2. Proposed Change: Allow more time for Council action on an application for a Development Plan or Modification of a Development Plan. The current requirement is that the Council takes action on such an application within 90 days of the date of Town acceptance of a complete application.**

The Board voted 9-1 to recommend lengthening the review period for Development Plan from 90 days to 120 days.

**Ayes:** Timothy Dempsey (Chair), Rebecca Boyles (Vice-Chair), Donna Bell, Julie Coleman, Thatcher Freund, Suzanne Haff, Nancy Milio, Gene Pease, Mitch Strobin

**Nay:** Ruby Sinreich

The dissenting member stated that she feels there is no sense in having a time limit, 120 days is not enough time and clear and complete applications should be required for the process to work.

- 3. Proposed Change: Allow more time for Council action on application that involve a Perimeter Transition Area**

The Board voted 10-0 to recommend lengthening the review period for Development Plan Modifications which involve changes in a Perimeter Transition Area from 90 days to 120 days.

- 4. Proposed Change: Specify that the Planning Board make a recommendation on such (Development Plan) applications, rather than a requirement that the Board review applications; allow time for two Planning Board meetings to consider such applications, similar to what is specified now for Special Use Permit applications.**

The Board voted 10-0 to recommend changing the Ordinance to include the same provisions for Planning Board review of a Development Plan as we have for Special Use Permits.

- 5. Proposed Change: Establish a system of quarterly meetings with University representatives to review the status of projects in construction, and offer a preview of projects that are planned.**

The Board voted 10-0 to recommend asking University officials, with adopting of a separate resolution, to participate in quarterly or semi-annual meetings to provide the Town Council with updates on University development activity, including upcoming projects that would require a Development Plan Modification.

- 6. Proposed Change: Add a finding that the Council must make in order to approve a Development Plan or Development Plan Modification: "That the University's plan/modification comply with the Town's Comprehensive Plan."**

The Board voted 10-0 to recommend adding the language to the Ordinance to require that the Town Council make the finding in order to approve a Development Plan or Modification.


- 7. Proposed Change: Add a finding that the Council must make in order to approve a Development Plan or Development Plan Modification: "That the proposed development complies with all required regulations and standards of the Land Use Management Ordinance."**

The Board voted 10-0 to recommend adding the language to the Office/Institutional-4 district regulation that would require the Town Council to make a finding that the Development Plan or Modification complies with all applicable regulations.

- 8. Proposed Change: Include a section on OI-4 that would establish public Town reviews of projects to see if the developers are adhering to the standards of the Comprehensive Plan as a way of protecting adjacent and near-by neighborhoods.**

The Board voted 10-0 recommend not adopting an Ordinance requirement to this effect.

Prepared by:

Timothy Dempsey, Chair  TD  
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