

# Town of Windham

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## MEMO

DATE: March 25, 2014

TO: Windham Town Council

THROUGH: Tony Plante, Town Manager

FROM: Ben Smith, Planning Director *BWS*

Cc:

RE: Land Use Ordinance Committee (LUOC) ordinance work priorities & other priority ordinance changes

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In September 2013, the Town Council approved the prioritized list of work items submitted by the Land Use Ordinance Committee (LUOC). See memo dated September 18, 2013, from Brooks More, the former Planning Director who staffed that committee.

As the Town Council is aware, the LUOC has not met since October 16, 2013, due to short-staffing in the Planning Department. The Department will go back to full staff in mid-April, and in anticipation of having the resources to adequately serve the LUOC once again, staff would like to revisit the prioritized list of ordinance changes with the Town Council.

LUOC Priorities (see details in attached memo dated September 18, 2013):

- A1 - Cluster Subdivision Standards
- A2 - Make recommendations for North Windham zoning standard changes, including exploring the process for integrating form based codes. These are implementation items from 21<sup>st</sup> Century Downtown Plan.
- A3 - Staff Review Committee approval of site plans within Planning Board approved commercial subdivisions
- B1 –Transfer of Development Rights ordinance
- B3 – Increase the number of allowed uses in the C-3 zoning district.

In addition to these ordinances, planning staff is currently, or will soon be, working on the following ordinance changes outside the LUOC process:

- Gun Range Ordinance (in coordination with Code Enforcement & Economic Development) – note that this item would impact Land Use Ordinance definitions, zoning districts, and performance standards, and may be a candidate for the LUOC process.

- Change submission deadline for applications to the Planning Board and Zoning Board of Approvals to three (3) weeks prior to scheduled meetings
- Eliminate §915 - Building permit limits for subdivisions from the Subdivision Ordinance
- Changes to Chapter 227 – Vehicles and Traffic regarding seasonal weight limits and winter parking (in coordination with Public Works Department).