

TOWN COUNCIL MEMO

DATE: July 1, 2026

TO: Town Council

THROUGH: Bob Burns, Town Manager

FROM: Steve Puleo, Director of Planning

CC: Amanda Lessard, Assistant Town Manager

RE: #25-26: LUO Amendments to Chapter 120, to Articles 5, 8, & 9 (Street Connections, Access Drive Standards, and Table 3 in Appendix B).

Town Council Meeting of July 14, 2026

Executive Summary

Staff are proposing amendments to [Chapter 120](#) of the Land Use Ordinance to improve emergency access and fire protection review. The amendments require review by the Fire Chief or designee, establish compliance with [Chapter 70](#) and applicable fire codes, clarify street connection requirements, revise access drive standards, and increase curb radii to improve emergency vehicle maneuverability.

Overview

The amendments affect Article 5 (Performance Standards), Article 8 (Site Plan Review and Multifamily Development), Article 9 (Subdivision Review), and [Appendix B](#), Table 3.

The proposed amendments are intended to:

- Incorporate fire protection considerations into applicable street and access standards;
- Clarify the required number of public street connections for single-family, two-family, and multifamily developments;
- Revise access drive construction standards for developments containing 10 or fewer dwelling units; and
- Increase the minimum curb radii for minor private streets/ways in [Appendix B](#), Table 3, to improve emergency vehicle maneuverability.

Fire Protection Review. The amendments add fire protection review to existing performance standards and approval criteria. Development proposals must comply with [Chapter 70](#) and applicable fire and life safety codes, as reviewed by the Fire Chief or designee.

Integrated Review Approach. This formalizes the Town's authority to require site plan and subdivision changes needed for fire and life safety compliance without creating a separate review process.

ORDINANCE AMENDMENTS – SUMMARY**Article 5 – Performance Standards**

- Amend §120-555C(8)(i), by adding a new standard, to establish a fire safety review requirement for all applicable development:
 - Applications shall be reviewed by the Fire Chief or designee for consistency with [Chapter 70](#).
- The Fire Chief or designee shall certify compliance prior to permit issuance.

This amendment clarifies that fire protection review is part of the existing permitting and performance standards framework, not a separate approval track.

Article 8 – Site Plan Review

- Amend [§120-812](#) to incorporate Emergency Response criteria within the Planning Board's approval standards:
 - Development must be constructed consistent with [Chapter 70](#) and applicable fire and life safety codes.
 - Applications shall be reviewed by the Fire Chief or designee.
 - The Fire Chief or designee either:
 - Certify compliance; or
 - Provide required plan modifications.
- Review will take into consideration:
 - Emergency vehicle access and circulation.
 - Adequacy of access points and maneuvering areas.
 - Turning radii and apparatus operations.
 - Fire lane location and configuration.
 - Dead-end road limitations and street connectivity considerations.

These amendments ensure that fire protection is evaluated as part of overall site design and layout, consistent with current practice.

Article 8 – Multifamily Development Standards

- Amend [§120-814B\(6\)\(b\)\[1\]](#) to require multifamily access drives to meet the access drive standards in [Appendix B](#), Table 3, as amended. The required paved travelway width depends on the number of dwelling units served:
 - 10 or fewer dwelling units: 18-foot paved travelway with 2-foot gravel shoulders.
 - 11 or more dwelling units: 20-foot paved travelway with 2-foot gravel shoulders.
- These revisions improve emergency access and align multifamily access drive standards with private street design standards, except that the 50-foot right-of-way requirement does not apply.

Revise access drive standards to establish minimum widths based on the number of dwelling units served and to improve emergency vehicle access and maneuverability.

Article 9 – Subdivision Review

- Establish §120-911O as standalone performance standard for fire protection:
 - Subdivisions shall be constructed in accordance with [Chapter 70](#) and all applicable fire and life safety codes.
 - Applications shall be reviewed by the Fire Chief or designee.
- The review shall evaluate:
 - Emergency access and need for secondary access where warranted.
 - Road length, dead-end conditions, and turnaround adequacy.
 - Street layout and connectivity to support emergency response.
- The Fire Chief or designee:
 - Identify required revisions to achieve compliance.

These provisions ensure fire protection considerations are addressed at the subdivision design stage, rather than deferred to later permitting.

Appendix B – Street Design and Construction Standards (Table 3)

- Amend Table 3 to revise minimum curb radii requirements:
 - Increase minimum curb radii for minor private streets/ways from 15 feet to 25 feet.
- This amendment supports fire protection and emergency response objectives by:
 - Improving turning movements for larger emergency apparatus.
 - Reducing multi-point turning and maneuvering constraints within subdivisions.
 - Providing greater operational flexibility for Fire-Rescue vehicles, particularly on smaller internal road networks.

Increases minimum curb radii from 15 to 25 feet to improve emergency vehicle turning, reduce maneuvering constraints, and enhance Fire-Rescue access within subdivisions.

Zoning Amendment Process

Under [§120-107](#), the Ordinance may be amended under the Town Charter following Planning Board review and recommendation. While the ordinance sets no specific review standards, State law requires zoning changes to be consistent with the [Comprehensive Plan](#).

Planning Board Review

No members of the public spoke for or against the proposed amendment during the Planning Board's public hearing held on June 22, 2026.

The Board discussed the waiver process, Appendix B, Table 3 consistency, and coordination between Chapters 70 and 120, including fire protection standards across chapters.

The attorney confirmed the Board retains authority over road standards while considering recommendations from the Fire Department.

Access drives will continue to follow Appendix B, Table 3 standards for major and minor private roads, except that the 50-foot right-of-way requirement will not apply. Larger curb radii are proposed to improve emergency vehicle maneuverability.

All development sites must comply with Chapter 70 requirements governing site access, emergency access, and street standards. Therefore, amendments to Chapter 120 do not require corresponding amendments to Chapter 70.

Recommendation

The Board voted to recommend approval of the proposed amendments to Chapter 120 of the Land Use Ordinance, including Articles [5](#), [8](#), and [9](#), and [Appendix B](#), Table 3, to provide fire protection and emergency response review criteria for street connection requirements, access drive standards, and curb radii.

Motion made by Kathleen Brown and seconded by Melissa Young.

Vote: 5-1, (Evert Krikken opposed and Rick Yost absent)