

AGENDA

PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE
1:00 p.m., Wednesday, September 29, 2010

Conference Room B

- I. Call to Order
- II. Minutes: September 15, 2010
- III. Consideration of potential revisions
 - a. Identified Subdivision Regulation Issues Under Active Consideration
 - 1. Application Submission, Review/Referral/Revisions/Post-Approval Requirements
 - 2. Refine Specimen Tree Inventory/Preservation Requirements
 - 3. Common Driveway Regulations
 - 4. Stone Walls/Historic Features
 - 5. Road and Drainage Standards
 - 6. Walkway, bikeway/trail, existing street improvement requirements
 - 7. Subdivision Requirements for Digital Mapping
 - b. Identified Zoning Regulation Issues Under Active Consideration
 - 1. Agricultural Regulations
 - 2. Historic Preservation Criteria
 - 3. Lighting Requirements
 - 4. Loading/Waste Disposal Area Requirements
 - 5. Design Standards for Major Projects
 - 6. Stormwater Management/Erosion and Sedimentation Control Standards
 - 7. Notification Provisions
 - 8. Setbacks for Patios, Tennis Courts, etc.
 - 9. Directional Signs ("For-Sale", etc)
 - 10. Student Housing and Definition of Family
 - c. Zoning Map Issues Under Active Consideration
 - 1. Refine Institutional Zone (including deletion of RDLI Zone)
 - 2. King Hill Road Area Zoning
 - 3. Village District Zoning
 - 4. Other
- IV. Future Meetings- Next meeting is tentatively scheduled for 10/13/10 at 1pm in Room B.
- V. Adjournment

DRAFT MINUTES
PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE
Wednesday, September 15, 2010
Conference Room B, Audrey P. Beck Municipal Building

Members present: M. Beal, R. Favretti, K. Holt, K. Rawn
Others present: G. Padick, Director of Planning

I. Call to Order

Chairman Beal called the meeting to order at 1:05 p.m.

II. Minutes

9-1-10- Favretti MOVED, Rawn seconded, that the 9-1-10 minutes be approved as distributed.
MOTION PASSED UNANIMOUSLY.

III. Consideration of potential revisions to the Subdivision Zoning Regulations/Zoning Map:

The entire meeting was spent reviewing draft revisions to numerous sections of the Subdivision Regulations. Padick noted that all of the issues identified on the 9/15/10 agenda under item III a, were incorporated into the draft revisions and in addition, he had drafted revisions to address other sections where updating was considered appropriate. Committee members were advised that some of the revisions involved significant changes to the subdivision application process and approval standards. Other changes were designed to clarify and reorganize existing provisions and to document in the regulations existing policies and practices. Particular attention was given to a new Section 5 which would require subdivisions with 4 or more lots and/or new streets to submit for review and comment (by the Director of Planning) both site analysis plans and conceptual plans. This new requirement would have to be addressed prior to a final subdivision application submittal to the Planning and Zoning Commission. Other significant draft revisions involve common driveways, sidewalks, bikeways and trails, preservation of stonewalls, historic features and trees and completion of subdivision improvements.

Members tentatively agreed upon a number of wording changes but it was agreed that more time was needed to study and refine the proposed revisions.

IV. Future Meetings

It was confirmed that the next meeting would be Wednesday, September 29th at 1pm in Conference Room B.

V. Adjournment

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Katherine Holt, Secretary

September 29, 2010 DRAFT

Proposed Revisions to Mansfield's Zoning Regulations

(New provisions are underlined or otherwise indicated)

(Deletions are bracketed or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes are not part of the proposed zoning revisions.)

1) In Article V, Special Permit and Site Plan Requirements, incorporate the following revisions:

a. Revise Section A.1 to incorporate the following revision:

As required in other sections of these Zoning Regulations, the approval of a site plan [application] may be necessary for new construction, including expansion; site modifications; new uses and changes in use. The following site plan requirements are designed to ensure the appropriate and orderly use and development of land within Mansfield's assorted Zoning Districts; to minimize any detrimental effects on neighborhood character, the natural environment and property values; and to protect and promote Mansfield's health, welfare and safety.

For all projects involving new construction, the Architectural and Design Standards contained in Article X, Section R shall be utilized as determinants to organize a site layout and to develop the composition and character of new buildings and site improvements. The use of these standards will facilitate Mansfield's application review and approval processes.

b. In Section A.2 and A.3 replace "Town Planner" with "Director of Planning".

c. In Section A.3.c delete "return receipt" in line 6.

d. In Section A.3.d.13 replace "pedestrian ways" with "sidewalks, bikeways, paths and trails".

e. In Section A.3.d.14 incorporate the following revisions:

Existing and proposed off-street parking and loading areas, fire access lanes, outside storage and refuse areas, and underground and aboveground fuel and chemical storage tanks. All required parking spaces, loading areas, fire lanes, etc. shall be clearly delineated with pavement markings or other suitable measures. All refuse areas shall be adequately sized for both refuse and materials to be recycled and shall be screened to minimize visual impact.

f. In Section A.3.d.15 incorporate the following revisions:

Existing and proposed fencing, walls, screening, buffer and landscaped areas, including the location, size and type of significant existing vegetation and unique or special landscape elements; historic features including but not limited to old foundations, dams, sluiceways, mill races, rip-rapping, wells and other utility features, walks, paths, hitching posts and former gardens, arbors or enclosed areas; and the location, size and type of proposed trees and/or shrubs. Plants identified in the current State Department of Environmental Protection Agency listing of

invasive species shall not be used. [Areas to remain as natural or undisturbed and areas to be protected through the use of conservation easements shall be identified on the site plan.]

- g. In Section A.3.d.17 incorporate the following revisions:

Existing and proposed outdoor illumination, including method and intensity of proposed lighting and manufacturer's installation charts. Comprehensive lighting plans with foot candle details can be required as determined by the Commission.

- h. In Section A.3.d.18 incorporate the following revisions:

Location of existing and proposed recreational facilities including appropriate construction details for trails, ball fields, playgrounds, swimming pools, tennis, volleyball or basketball courts or other recreational improvements.

- i. In Section A.5.e. incorporate the following revisions:

Vehicular and pedestrian access to the property and egress from the property and internal vehicular and pedestrian traffic patterns are safe and suitable and have been designed to maximize safety and avoid hazards and congestion. Adequate provisions have been made to address accessibility problems of handicapped individuals. All curb cuts shall have adequate sightlines and adjacent streets shall have adequate capacity to safely accommodate the traffic flows associated with the proposed use(s). As deemed necessary, offsite road and drainage improvements may be required by the Commission;

Sidewalks, bikeways, trails and/or other improvements designed to encourage and enhance safe pedestrian and bicycle use shall be required, unless specifically waived by a three-quarter (3/4) vote of the entire Commission (7 votes), for all sites within or proximate to Plan of Conservation and Development designated "Planned Development Areas; proximate to schools, playgrounds, parks and other public facilities; or proximate to existing or planned walkway, bicycle or trail routes. In evaluating any waiver request, the Commission shall consider the size and the location of the proposed development, its relationship to existing or planned development, school sites, playground areas and other public areas and the location and nature of existing or planned sidewalk, bikeway or trail improvements.

- j. In Section A.5.g. incorporate the following revisions:

The proposal has adequately considered all potential nuisances such as noise and outdoor lighting. Except where specifically authorized by these Regulations, all lighting shall be the minimum necessary to address safety and security needs taking into account manufacturer's installation charts and spacing recommendations for the proposed lighting. All lighting fixtures shall be designed to prevent undesirable illumination or glare above the site or beyond the site's property lines. All lighting fixtures shall be shielded and aimed downward unless it can be demonstrated that alternative designs will not result in spill light (undesirable light that falls outside the area of intended illumination).

- k. In Section A.5.j. add "or other historic features" after "stonewalls" and replace "specimen" with "significant".

1. Revise Section B.1 to incorporate the following revision:

It is recognized that there are certain uses that would only be appropriate in Town if controlled as to area, location, or relation to the neighborhood so as to promote the public health, safety and general welfare. As provided for elsewhere in these regulations, such uses shall be treated as special permit uses and provided procedures, standards and conditions set forth or referenced herein are complied with, these uses may be permitted in their respective zoning districts. All such uses are considered to have special characteristics and accordingly each application must be carefully reviewed on a case-by-case basis.

For all projects involving new construction, the Architectural and Design Standards contained in Article X, Section R shall be utilized as determinants to organize a site layout and to develop the composition and character of new buildings and site improvements. The use of these standards will facilitate Mansfield's application review and approval processes.

m. In Section B.3.c insert "and" between "owners" and "a listing" in line 9 and delete "and return receipts from the certified mailings" in lines 9 and 10.

2) In Article VIII, incorporate the following revisions:

a. Revise the heading of the Schedule of Dimensional Requirements to read as follows:

Unless specific exceptions are noted in other sections of these regulations, (particularly Article VIII, Section B, Article VII and Article X), this schedule of dimensional requirements shall apply to all lots, buildings, structures and site improvements, including parking, loading, outdoor recreational facilities such as tennis, volleyball or basketball courts that are distinct from driveway /parking areas or lawns, and outside storage areas. See other side of this page for notes included in this Schedule.

b. Revise Section A to read as follows:

Unless specific exceptions are noted in other sections of these regulations, all lots, buildings, structures and site improvements, including parking, loading outdoor recreational facilities such as tennis, volleyball or basketball courts that are distinct from driveway /parking areas or lawns, and outside storage areas erected or altered after the enactment of these Zoning Regulations, shall conform to the dimensional requirements for the subject zone in which the building, lot, structure or improvement is located as specified in the Schedule of Dimensional Requirements which is included in these Regulations.