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Barney S. Heath
Director

MEMORANDUM

DATE: September 9, 2020

TO: Councilor Crossley, Chair of the Zoning and Planning Committee
Members of the Zoning and Planning Committee

FROM: Barney Heath, Director of Planning and Development
Jennifer Caira, Deputy Director of Planning & Development
Zachery LeMel, Chief of Long Range Planning
Cat Kemmett, Planning Associate

RE: **#88-20 Discussion and review relative to the draft Zoning Ordinance**
DIRECTOR OF PLANNING requesting review, discussion, and direction relative to the draft Zoning Ordinance

MEETING DATE: September 14, 2020

CC: City Council
Planning Board
John Lojek, Commissioner of Inspectional Services
Alissa O. Giuliani, City Solicitor
Jonathan Yeo, Chief Operating Officer

At the last ZAP meeting on August 13, the Planning Department shared the revised draft of Article 3 – Residence Districts. The Planning Department detailed some of the significant changes made, which include updates to dimensional standards & building types, garage design standards, expanding the allowance for Multi-Unit Conversion by-right, allowing two-families within new construction of certain single-family building forms, among others.

In order to build consensus and understanding of the many complex and important details within Article 3, the Planning Department has worked closely with Chair Crossley to recommend an updated fall ZAP Calendar (table below). This timeline establishes a workable timeframe for the Committee to review Article 3 and come to a general consensus by the end of 2020 before transitioning to Article 4 – Village Districts, all within the overall timeframe for a formal vote on the entire draft Zoning Ordinance by fall 2021. This updated calendar will be discussed and refined as needed at the scheduled ZAP meeting on September 14th. A memo discussing the additional topics scheduled for September 14th, dimensional standards and building components, will follow in this week's Friday Packet.

ZAP Fall Calendar: Article 3 – Residence Districts

Date	Topic	Notes
14- Sept	A. Dimensional standards (district and building type) B. Building components C. Build out of substantive fall calendar for Article 3	
1- Oct	A. Parking requirements B. Garage design standards C. Driveway access	
15- Oct	A. Multi-unit conversion B. Other alternative lot configurations	
26- Oct	Two-family in single-family building forms	This refers to the recommendation to allow two-units within new construction of House A, House B, and House D
9- Nov	Residence districts zoning map	The ZAP Committee has stated that they plan to vote on the Residence Districts Zoning Map as part of the Article 4 – Village District discussion
23- Nov	Updated draft review	Staff plan to provide a revised draft with change log in advance of this meeting
3- Dec	Public hearing / committee discussion	
14- Dec	A. Wrap-up residence districts B. Outline next steps	The next Article to be taken up in Committee is Article 4 – Village Districts