

PLANNING AND ZONING DEPARTMENT
QUARTERLY REPORT: OCTOBER 1, 2007 – DECEMBER 31, 2007

The Planning and Zoning Commission met eight times this quarter—five times in October (all five Tuesdays), two times in November (the 13th and 27th) and once in December (on December 4th). Three hours of the October 2 meeting and four hours at the October 9 meeting were dedicated to public hearings on the Whole Foods Market application. This followed three hours of public hearings on September 11th. That application was ultimately decided on October 30th.

Actions by type this quarter:

Site Plans: 5 approved; 3 amendments approved
Coastal Site Plan Review: 2 granted; 1 withdrawn
Flood Damage Prevention: 3 granted
Land Filling/Excavation: 9 approved
Special Permit: 4 granted
Subdivisions: 1 approved; 1 amendment approved
Amendments to the Zoning Regulations: 2 granted
Amendment to the Zoning Map: 2 granted

Total Number of Projects*: 19 applications and 4 amendments.

*Total number of projects does not equal number of actions, because some applications include multiple permits.

Two new Commission members, Reese Hutchison and Gwynne Grimes, were elected to replace Ursula Forman and David Kenny. Robert Finke was also elected. At its November 13th meeting, Fred Conze was voted in by Commission as Chairman, and Peter Bigelow as Vice-Chairman.

In their role as Aquifer Protection Agency, the Commission met on December 4 for a public hearing on proposed Aquifer Protection Regulations. These will be discussed and possibly adopted at their January 8, 2008 meeting. Dave Keating attended DEP-sponsored training this quarter regarding the implementation of the aquifer protection program.

The Zoning Board of Appeals (ZBA) met four times this quarter. They met two times in October, once in November, and once in December. In all, 17 applications were processed—ten in October, six in November, and one in December. A total of nine applications were granted; three were granted in part/denied in part; three were denied; and two were withdrawn. In October, John Ashburne was appointed to the ZBA to replace Dick Sanford.

The Environmental Protection Commission (EPC) met seven times this quarter. They granted 21 applications and 1 application amendment. Nine applications were approved in October, five in November, and seven in December. Various activities at the Wee Burn Country Club were approved on December 17th. The EPC held a public hearing on the proposed Flood and Erosion Control Regulations on Tuesday November 13th. Because Reese Hutchison was elected to the Planning and Zoning Commission, the EPC now has one vacancy.

The Architectural Review Board met once each month this period. At their October meeting, they approved signage for a new jewelry store on Grove Street and a new bagel store on Boston Post Road. In November, they approved the first of the signs for the tenants at 1020 Boston Post Road. They have also discussed a number of new projects, which are being revised and will be discussed again during 2008.

There were a total of 147 Zoning Permits issued this quarter. Of those, 59 were acted upon in October, 62 in November, and 26 in December. This is a slight increase over the same quarter last year. There were fifteen permits issued for new single-family residences—5 in October; 7 in November; and 3 in December. Of those new houses, all were “teardowns”; and none were on vacant lots. Included in the total number of permits are four sign approvals, five pool/spa approvals, and sixteen applications to finish portions of an attic and/or a basement.

Personnel

Our new Manager-Community Development Services, Andrea Sangrey, started on October 29. Andrea’s primary responsibilities are in the areas of community development and affordable housing, and she is also working on parking-related issues. Other duties include grant writing and infrastructure. Three large projects which have been priority are the Whole Foods Market return of record, work relative to the Senior Center, and the submittal of a FEMA grant request. Summer intern Alison Ko was able to assist us for three weeks during her winter break.