



Town of Naples

Town Hall

15 Village Green Lane

P.O. Box 1757 • Naples, Maine 04055

(207) 693-6364

Ordinance Review Committee

Agenda

September 9th, 2020 9AM-11AM

1. Lot coverage in the Village per citizen request
 - a. Staff to provide background information
2. Quick review of prior work and timeline moving forward
 - a. Where we are in the process
 - b. What are the deliverables to be prepared for Town Meeting
3. Design Standards for Village and Commercial zones
 - a. Are there certain items that Naples is specifically concerned about in the Village?
 - b. What should the Village feel like?
 - c. High-level overview of the type of design standards or guidelines that could be implemented
4. Next Meeting – TBD
5. Adjourn

MEMORANDUM

TO: Ordinance Review Committee

From: Sarah DelGizzo, Planner, North Star Planning

CC: Renee Carter, Code Enforcement Officer
Kate Matthews, Assistant Code Enforcement Officer
John Hawley, Town Manager
Ben Smith, AICP, Principal, North Star Planning

RE: Ordinance Recodification – Workplan Update

Date: September 4, 2020

The Ordinance Review Committee will need to have deliverables for Naples Town Meeting scheduled for April 2021, ready for the Select Board by the end of January 2021. This will allow time for the public hearings required to place warrants on the Town Meeting agenda.

Below is list of items that constituted the work plan for North Star Planning to work through with the ORC at the start of this effort in April. Please note that the highest priority from the start of this work remains the addition of design standards in the Village and Commercial zoning districts. The work that has been completed to date, including a review of definitions and defined uses and establishing the ordinance structure for each zoning district, has set the stage for the design standards work that begins with the ORC meeting on September 9, 2020.

The list also contains the status of each work plan item and current expectation on whether or not that work will be ready for the end of January deadline.

Ordinance Update	Status	April Town Meeting
Section 300. Draft provisions for Non-Conforming Uses, Buildings, and Properties	Complete	Yes
Section 400. Ensure all permitted uses are defined in this section, and all definitions in this section appear later in the ordinance	Drafted, definitions to be finalized	Yes
Section 500. Revise Zoning Districts so that each includes sections related to Purpose, Permitted Uses, Dimensional Standards, and District Standards	Complete	Yes
Section 500. Add district standards for the Village and Commercial Zoning Districts that specify design standard requirements	In progress	Yes
Section 400. Remove performance standards from the definitions and move such standards to the placeholder of Section 600	In progress	Yes
Section 500. Ensure agreement between the Official Zoning Map and the Zoning Districts enumerated in the Land Use Ordinance	To do	Yes
Section 800. Update Site Plan Criteria and Standards so that the general guidance for each criterion is augmented with specific standards	To do	TBD
Section 800 & 900. Update submission requirements and procedures to reflect current Town needs	To do	TBD

MEMORANDUM

TO: Ordinance Review Committee (ORC)

From: Ben Smith, AICP, Principal, North Star Planning

CC: Renee Carter, Code Enforcement Officer
Kate Matthews, Assistant Code Enforcement Officer
Sarah DelGizzo, Planner, North Star Planning

RE: Design Standards Discussion

Date: September 4, 2020

There are several high level questions that the ORC should discuss regarding the goals and desired outcomes for design standards in the Land Use Ordinance prior to diving into the technical aspects of ordinance drafting and review.

Please think about the questions below, and consider if there are other questions this work should address or other options that should be considered. Our discussion will shape the overall approach to the development of design standards over the next few months.

1. Prioritizing: What are the most pressing issues the Town needs to address?
 - a. Landscaping and screening needs?
 - b. Building architecture?
 - c. Overall site design?
2. Approach: What is the approach to design the Town would like to see?
 - a. Requirements
 - b. Guidance

3. Applicability: Where in town and to what types of projects will these standards apply?
 - a. Village only, or Village and Commercial?
 - b. Will standards differ in one part of town from another?
 - c. Will standards apply to all new development as well as redevelopment?
 - d. Will there be any projects exempt from design standards? Examples might include projects that don't require site plan review or residential projects.
4. Flexibility: Should standards be very proscriptive or provide flexibility?
 - a. Proscriptive example – All new principal structures must have roofs with gable ends toward the front setback. Roof pitch must be between 5:12 and 7:12
 - b. Flexibility example – Flat roofs are not permitted.