

FAIRFIELD PLANNING COMMISSION

Fairfield

ZONING AND SUBDIVISION BYLAW REVISIONS: Issues and Opportunities – June 2017

This chart includes the initial list of issues and actions identified by NRPC staff and the Fairfield Planning Commission. This is a starting point. This chart will be modified and additional items will be added as the Planning Commission hears the input and advice of the Development Review Board, Select Board and citizens of Fairfield. As the process continues, the ‘potential action’ column will be updated to describe specific changes proposed to Fairfield’s land development regulations.

Red Text and Check Mark = Completed

Yellow Highlight = Language Under Review

Green Text = Up Next, Discuss

	Issue or Opportunity	Potential Action	
General Issues			
1	Organize information in bylaws to streamline permitting processes, to present requirements and standards clearly, and so that sections are in a more logical order.	Add tables and diagrams to present requirements and standards in a quick, accessible and clear format. Provide clarity to what standards apply to a certain type of review. This may involve adding additional articles to the bylaw that deal with specific types of review such as PUD and Flood Hazard Review.	
2	Eliminate repetitive standards	Consolidate standards into one section and reference.	
Article 1 – Establishment & Administration of Zoning and Subdivision Bylaws			
3	Agricultural Structures	Review and refine process used when exempting agricultural structures.	
4	Administration and Organization	Review membership and responsibilities of boards and Administrative Officer.	
5	Interested Persons	Review the definition of interested persons from state statute. Consider inclusion in the bylaw.	
6	Certificate of Occupancy/Compliance	Discuss the applicability of requiring a certificate of occupancy/compliance.	

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7	Violations and Enforcement	Discuss violations and enforcement procedures with a focus on municipal ticketing.	
Article 2 – Subdivision Regulations			
8	Add Boundary Line Adjustments	Move boundary line adjustment to the subdivision article. Discuss the statutory requirements for all subdivisions and how they apply to boundary line adjustments.	
9	Application Requirements	Clarify what the application requirements are at each step of the subdivision process.	
10	Subdivision Review Procedures	Examine current procedures to see if they are adequate and assess if there are ways to streamline the review process, yet ensure that the requirements of state statute are addressed.	
11	Subdivision Standards	Separate subdivision standards from standards that apply to other types of review (such as conditional use review).	
12	“Development Standards”	Move “development standards” to its own article and clarify applicability.	
13	Waivers/Modifications	Discuss the applicability and use of waivers/modifications. Determine what is appropriate for Fairfield.	
14	Plat Requirements	Discuss the requirements of a subdivision plat. Discuss possible waivers for the subdivisions of very large parcels.	
15	Transfer of Development Rights	Review provisions in the bylaw regarding transfer of development rights and compare to the requirements in state statute.	
16	Open Space/Farmland	Provided clarity regarding requirements for the protection of open space and/or farmland within the subdivision and PUD regulations.	
Article 3 - Zoning Regulations			
17	Interpretation of Zoning District Boundaries	Briefly discuss interpretation of zoning boundaries and zoning district purposes statements.	
18	Permit Types	Review types of permits issued by Fairfield. Clarify the use of each type of permit.	

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19	Permit Allocations	Update Fairfield Permit Allocation system.	
20	Zoning District Purposes and Standards	Evaluate zoning district dimensional standards to conform to zoning district purposes and to have better differentiation from district to district. Also evaluate uses in each district and Table 3.1. Clarify how residential density is calculated. Review the differences between a zoning district and an overlay district.	
21	Conditional Use	Discuss the intent and applicability of conditional use review. Ensure that language meets the requirements in statute.	
22	Site Plan	Discuss the intent and applicability of site plan review. Consider adopting site plan review for some standards.	
23	Appeals	Review the appeal process and ensure that the section meets the minimum requirements of state statute.	
24	Variance	Review the applicability of variances and ensure the standards meet state statute.	
25	PUDs	Review the purpose of PUDs. Remove references to PRDs.	
26	Road and Driveways	Clarify which standards apply to roads and which standards apply to driveways. Review access requirements to ensure that they meet statute.	
27	Exemptions	Review uses/structures that are exempt from zoning bylaw and add a section making clear that those uses/structures are exempt. Review the definition of “land development.”	
28	RBES, CBES and HUD requirements	Add a section that reviews the required provisions for Administrative Officers regarding information about RBES/CBES and HUD certificate requirements for mobile homes.	
29	Road Access Permits/Curb Cuts	Review how road access permits/curb cut permits fit within the development process. Ensure regulations reflect town practice and state statute.	
30	Water/Wastewater	Review the municipality’s jurisdiction in water/wastewater permitting. Ensure that state statute is followed.	

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31	NFIP/River Corridor	Review bylaw to ensure that the minimum requirements of the National Flood Insurance Program are met. Review river corridors and discuss whether or not to locally regulate river corridors.	
32	Stormwater	Discuss the need to municipally regulate stormwater both during construction and post-construction.	
33	Agricultural Housing	Clarify the regulatory process for agricultural housing. Investigate more straightforward regulatory standards.	
34	Wetlands	Discuss the need to municipally regulate land development in wetlands.	
Article 4 – Definitions			
35	Definitions	Review all definitions and include statutory references when possible. Determine how specific “use” definitions should be in the municipality.	