

MEMORANDUM

TO: Mayor and Town Council
FROM: Pamela Schultz, Chair, Stormwater Management Utility Advisory Board
DATE: October 7, 2020
RE: Development Review Process Recommendations

Dear Mayor and Town Council Members,

I am forwarding recommendations from the Stormwater Management Utility Advisory Board that were unanimously approved at the Board's September Meeting. These recommendations were developed by a subcommittee that met three times over the summer.

I originally planned to present these recommendations to the board at the October 7th meeting, but I am unable to attend and did not want to delay forwarding our recommendations. I am happy to present our proposal, provide justification for our recommendations, and answer any questions the Council may have at a future meeting.

The Stormwater Management Utility Advisory Board recommends the following changes to the development review process:

- 1) Request concept plan application materials for projects that have a minimum of 5 acres of gross land area or contain Resource Conservation District (RCD) on the project site be sent to the Stormwater Management Utility Advisory Board at the same time as the Community Design Commission.
- 2) Request that the following items be added to the concept plan and application forms:
 - Will the project encroach into the RCD? (Y/N)
 - Do you anticipate requesting a modification to the regulations for the RCD encroachment? (Y/N)
 - If yes, provide the approximate area of the total RCD encroachment(s) and justification for the encroachment(s).
 - For all projects, describe the Low Impact Design (LID) measures that are being considered to minimize the project impacts.

Best regards,

Pamela