

## 09-16-2020 Town Council Meeting Responses to Council Questions

### **ITEM #3: Discuss the Concept Plan Review Process**

**Council Question:**

Have there been issues / concerns on the staff side regarding how concept plans are done currently? If so, what are they?

**Staff Response:**

*Staff has heard concerns from advisory board members, Council members, applicants, and community members regarding Concept Plans. As there has been no staff review of Concept Plans, staff is not in a position to offer guidance to applicants or others on appropriate development scenarios.*

**Council Question:**

If meeting were to be informal, what is the contemplated format/structure of a community concept meeting and what locations would be conducive to such a format?

**Staff Response:**

*The structure of the meeting would be a workshop format. The applicant would provide information on their proposal, and there would be plenty of time for attendees to offer input and questions. Locations under consideration include the use of schools, churches, and community facilities including the library and community center. If a test run were done this fall, the meeting would be held virtually.*

**Council Question:**

What does the LUMO or other source state as the purpose of the concept plan?

**Staff Response:**

*LUMO Section 4.3 has the following purpose statement for Concept Plans: "It is the intent of the site analysis data and conceptual development plan process to provide an opportunity for the town council, town manager, the community design commission and citizens to review and evaluate the impact of a major development proposal on the character of the area in which it is proposed to be located. This process is intended to take into consideration the general form of the land before and after development as well as the spatial relationships of the proposed structures, open spaces, landscaped areas, and general access and circulation patterns as they related to the proposed development and the surrounding area."*