

TOWN COUNCIL
Committee to Review Zoning and Permitting Regulations
Selectmen's Conference Room

Thursday January 18, 2018 – 6:00pm

Councilors:

Vice-President James Crocker, Precinct 5 (CHAIR)
Councilor Jessica Rapp-Grassetti, Precinct 7
Councilor Paula K. Schnepf, Precinct 12
Councilor Matthew Levesque, Precinct 10
Councilor Deborah Dagwan, Precinct 8
Member at large Hank Farnham

MEETING MINUTES

PRESENT: Chair of Committee, Vice-President James Crocker Jr.; Councilor Jessica Rapp-Grassetti; Councilor Paula Schnepf; Councilor Matthew Levesque; Councilor Debra Dagwan, Hank Farnham, Member at large; **Also in Attendance:** Town Council President, Eric R. Steinhilber; Ruth Weil, Town Attorney; Brian Florence, Building Commissioner

Minutes of 12-7-17 okay

Chair of the Committee Vice President James Crocker Jr. opened the meeting up at 6:01. Town Council Administrator did roll call, members present indicated above, there is quorum.

Chair of the Committee Vice President James Crocker Jr. indicated in tonight's folder was some documentation from Elizabeth Jenkins, Planning and Development Director as informational purposes only, not to be discussed until the next meeting when Ms. Jenkins has been invited to discuss the document and its contents.

Chair of the Committee Vice President James Crocker Jr. introduced Ruth Weil, Town Attorney who handed out the following documents: Redlined Version of § 240-47.1 Family Apartments; Map and the Regulatory Agreement Chapter 168. Regulatory Agreements § 168.1

I. Chapter 168. Regulatory Agreements

II. § 168-1. Purpose and intent; legislative authority; boundary; single-family residence exception.

[Amended 5-24-2007 by Order No. 2007-105; 7-16-2009 by Order No. 2009-138; 7-12-2012 by Order No. 2012-152]
It is the purpose and intent of this chapter to enable the Town of Barnstable to enter into development agreements (hereinafter "regulatory agreements") in the areas delineated on the Regulatory Agreement Districts Map dated December 28, 2011.¹

A.

The Town of Barnstable adopts this chapter under the Home Rule Authority of Article 89 of the amendments to the Massachusetts Constitution, the provisions of the Cape Cod Commission Act, Chapter 716 of the Acts of 1989, as amended, and Chapter D, Development Agreement Regulations, Code of Cape Cod Commission Regulations of General Application.

B.

This chapter shall apply within the Regulatory Agreement Districts, shown on the Regulatory Agreement Districts Map dated December 28, 2011.¹

[2]

Editor's Note: Said map is on file in the Town offices.

C.

The provisions of this chapter shall not apply to any single-family structure in existence on the date of adoption of this chapter that is used as a primary residence by the owner or a family member of the owner, as the term "family member" is defined in the Barnstable Zoning Ordinance.^[2]

[3]

Editor's Note: See Ch. 240, Zoning.

[1]

Editor's Note: Said map is on file in the Town offices

§ 168-2. Definitions.

In this chapter, the following words have the meanings indicated:

DESIGN AND INFRASTRUCTURE PLAN

The plan established by the Barnstable Zoning Ordinance, § 240-24.1.11.

QUALIFIED APPLICANT

A person who has a majority legal or equitable interest in the real property which is the subject of the regulatory agreement. A qualified applicant may be represented by an authorized agent.

REGULATORY AGREEMENT

A contract entered into between the Cape Cod Commission and/ or the Town of Barnstable and a holder of property development rights, the principal purpose of which is to negotiate and to establish the development regulations that will apply to the subject property during the term of the agreement and to establish the conditions to which the development will be subject including, without limitation, a schedule of impact fees and/or transfer development rights.

TOWN OF BARNSTABLE

The municipality where the proposed development is located. The Town Manager, or his or her designee, shall be authorized to execute, on behalf of the Town of Barnstable, a regulatory agreement, subject to the procedural requirements set forth below

§ 168-3. Authority to enter agreement.

Notwithstanding provisions to the contrary, the Town of Barnstable is hereby authorized to enter into a regulatory agreement with a qualified applicant within the Downtown Implementation District, provided the following conditions are met:

A.

The Town's Local Comprehensive Plan has been certified by the Cape Cod Commission as consistent with the Regional Policy Plan, and said certification has not been revoked;

B.

The Town has adopted the enabling regulation contained in §§ **168-1** through **168-10**, herein.

III. § 168-4. Parties to regulatory agreements.

A regulatory agreement may be executed by and between a qualified applicant and:

A.

The Cape Cod Commission; or

B.

The Cape Cod Commission and the Town of Barnstable; or

C.

The Cape Cod Commission and the Town of Barnstable and with a state agency or agencies; or

D.

The Town of Barnstable; or

E.

The Town of Barnstable and a state agency or agencies.

IV. § 168-5. Negotiation and execution of regulatory agreements.

A. Negotiation of the elements of a regulatory agreement between authorized parties (§ 168-4) and a qualified applicant shall follow all pertinent rules of due process currently required for public meetings, public hearings, and ratification of board and council decisions.

B. Negotiation of the elements of a regulatory agreement between authorized parties (§ 168-4) and a qualified applicant shall be led by the Planning Board or its designee and shall include representatives from other municipal boards, departments and commissions where said joint participation will assist the negotiation process.

C. No regulatory agreement may be executed by the Town Manager prior to an affirmative, majority vote by the Planning Board and the Town Council recommending the execution of the regulatory agreement. When a waiver from zoning is allowed under the negotiated regulatory agreement, there shall be a two-thirds vote of the Town Council recommending execution of the regulatory agreement.

D. The Town Manager may make minor amendments to the regulatory agreement recommended by the Planning Board and approved by the Town Council and execute said regulatory agreement as amended, provided that such amendments do not alter the use, intensity or mitigation stipulations of the regulatory agreement. However, in no instance may the Town Manager make substantial amendments to the regulatory agreement recommended by the Planning Board and approved by the Town Council without first receiving written concurrence from the Planning Board and the Town Council and qualified applicant that said substantial amendments are agreed to.

E. The Town Manager or his/her designee shall be authorized to execute, on behalf of the Town, a regulatory agreement. Prior to executing said regulatory agreement, the Town Manager shall obtain a majority vote of the Town Council to authorize the execution, unless the regulatory agreement authorizes a waiver from the Barnstable Zoning Ordinance, in which case the Town Manager shall obtain a two-thirds majority vote of the Town Council to authorize the execution. The Town Manager shall, within seven days of the Town Council vote authorizing the execution of the regulatory agreement, cause said regulatory agreement to be so executed and forward the same to the qualified applicant by certified, return receipt, mail. Within 21 days of the date said regulatory agreement has been mailed by the Town Manager, the qualified applicant shall execute the agreement and return, either by certified mail or hand delivery, the fully executed regulatory agreement.

V. § 168-6. Elements of regulatory agreements.

A.

Proffers by a qualified applicant. A regulatory agreement may include, but is not limited to, the provisions whereby a qualified applicant agrees to provide certain benefits which contribute to one or more of the following:

- (1) The Town's infrastructure.
- (2) Public capital facilities.
- (3) Land dedication and/ or preservation.
- (4) Affordable housing, either on or off site.
- (5) Employment opportunities.
- (6) Community facilities.
- (7) Recreational facilities.
- (8) Alternative mass transportation.
- (9) Any other benefit intended to serve the proposed development, municipality or county, including site design standards, to ensure preservation of community character and natural resources.

B. Proffers by the Town of Barnstable. A regulatory agreement may include the provisions whereby the Town of Barnstable agrees to provide certain protection from future changes in applicable local regulations and assistance in streamlining the local regulatory approval process. Streamlining will include, where not in conflict with existing local, state or federal law, holding of joint hearings, coordination of permit applications and, where possible, accelerated review of permit approvals. A regulatory agreement may also provide for extensions of time within which development approvals under state, regional and local laws may be extended to coincide with the expiration of the regulatory agreement established in § 168-9, below. When the Cape Cod Commission is not a party to the regulatory agreement, the land use development rights shall not vest with respect to Cape Cod Commission regulations and designations and the property shall be subject to subsequent changes in the Commission's regulations and designations.

VI. § 168-7. Procedural requirements where Cape Cod Commission is party to agreement.

A. Where the Cape Cod Commission is to be a party to a regulatory agreement, a qualified applicant shall complete a regulatory agreement application form and comply with the specific requirements set forth in Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised.

B. Where the Cape Cod Commission is to be a party to a regulatory agreement, the procedural requirements established in Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised, shall be followed, and no such regulatory agreement shall be valid unless and until the requirements of said Section 5 of Chapter D have been complied with in full.

VII. § 168-8. Procedural requirements where Cape Cod Commission is not party to agreement.

A. Where the Cape Cod Commission is not to be a party to a regulatory agreement, a qualified applicant shall complete a regulatory agreement application form. The regulatory agreement application form shall include:

- (1) A fully completed application form provided by the Town of Barnstable, including a certified list of abutters.
- (2) A legal description of the land subject to the agreement and the names of its legal and equitable owners.
- (3) The proposed duration of the agreement.
- (4) The development uses currently permitted on the land, and development uses proposed on the land, including population densities, and building densities and height.
- (5) A description of public facilities that will service the development, including who shall provide and pay for such facilities, the date any new facilities will be constructed, and a schedule to assure that public facilities adequate to serve the development are available concurrent with the impacts of the development.
- (6) A description of any reservation or dedication of land for public purposes.
- (7) A description of all local development permits approved or needed to be approved for the development of the land.
- (8) A statement indicating that the failure of the agreement to address a particular permit, condition, term, or restriction shall not relieve the qualified applicant of the necessity of complying with the law governing said permitting requirements, conditions, term or restriction.
- (9) A final environmental impact report, certified as adequate by the Secretary of Environmental Affairs, if required under MGL c. 30, §§ 61 through 62h.
- (10) Additional data and analysis necessary to assess the impact of the proposed development, as determined by the Town of Barnstable.

B. All qualified applicants seeking to enter into a regulatory agreement without the Cape Cod Commission as a party shall submit the proposed development to the Barnstable Building Commissioner for a jurisdictional determination. If the Barnstable Building Commissioner determines that the proposed development is not a development of regional impact, then the Building Commissioner shall forward his or her determination, together with the reasons for such determination and a copy of the regulatory agreement application form, to the Clerk of the Cape Cod Commission within five business days. If the proposed development is not a development of regional impact, then the qualified applicant may pursue a regulatory agreement without the Cape Cod Commission as a party pursuant to the provisions of § **168-8C** through **I**, below. If the proposed development is a development of regional impact, then the Cape Cod Commission must be a party to the regulatory agreement, in which case, the provisions of Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised, shall apply.

C. The Town of Barnstable shall assume the responsibility for overseeing the regulatory agreement process. The Town of Barnstable shall hold a public hearing after receipt of a fully completed application from a qualified applicant for consideration of a proposed regulatory agreement. The Town of Barnstable shall hold at least two public hearings. The public hearings regarding review of a regulatory agreement shall not exceed 60 days, unless extended by mutual agreement of the parties. Failure to close the public hearings within 60 days shall not result in a constructive grant of the proposed development.

D. The Town of Barnstable shall provide notice of the public hearing to consider a regulatory agreement by publication in a newspaper of general circulation once in each of two successive weeks, the first publication to be not less than 14 days before the day of the hearing, and by mailing notice not less than 14 days before to:

- (1) The Town Council, Town Manager, Town Clerk, Building Inspector, Planning Board, Board of Appeals, Conservation Commission, Board of Health, Historic District Commission, Housing Authority, and to any other Town agency or any individual that makes a written request for such notice;

- (2) The applicant;
- (3) Each abutter to the proposed development, based on a list of abutters provided by the applicant and certified by the Barnstable Tax Assessor. Abutters shall include owners of land directly opposite on any public or private street or way and owners of land located within 300 feet of any boundary of the proposed development; and
- (4) The Cape Cod Commission.

E. The qualified applicant shall bear the cost of providing notice of the public hearing to consider the proposed regulatory agreement.

F. The Town of Barnstable shall review proposed regulatory agreements for their consistency with the Cape Cod Commission Act, the Design and Infrastructure Plan and the Barnstable Local Comprehensive Plan.

G. The Town of Barnstable shall file its regulatory agreement with the Clerk of the Cape Cod Commission and with the Barnstable Town Clerk. Notices of regulatory agreements shall be published in a newspaper of general circulation in the Town of Barnstable, including a brief summary of the contents of the regulatory agreement and a statement that copies of the regulatory agreement are available for public inspection at the Barnstable Town Clerk's office during normal business hours. In addition, the Town of Barnstable shall provide the Cape Cod Commission with a summary of the regulatory agreement which the Cape Cod Commission shall publish in its official publication pursuant to Section 5(i) of the Cape Cod Commission Act.

H. Regulatory agreements shall be issued in a form suitable for recording in the Barnstable County Registry of Deeds. The Town of Barnstable shall record the regulatory agreement in the Barnstable County Registry of Deeds and shall submit proof of such recording to the Town Clerk and the Cape Cod Commission Clerk within 14 days of such recording. The qualified applicant shall bear the expense of recording.

I. The cost for filing and processing of each regulatory agreement shall be as established by the Town Manager during his annual public hearing on the Town's fee schedule, except that the Town Manager may establish temporary fees to apply from the effective date of this chapter until the next annual public hearing on Town fees.

VIII. § 168-9. Limitations on regulatory agreements.

A. Nothing in this chapter may be construed to permit a municipality to require a qualified applicant to enter into a regulatory agreement.

B. A regulatory agreement will commence and terminate as agreed by the parties, in writing, except as otherwise provided in this section. Where the Cape Cod Commission is not a party, a regulatory agreement shall not exceed 10 years; however, provisions in the regulatory agreement pertaining to the preservation of open space and park areas, and agreement to pay for maintenance of utilities and other infrastructure may exceed such ten-year limitation. Where the Cape Cod Commission is a party, a regulatory agreement may extend for a longer period of time than that noted above, as set forth in Section 7 of the Code of Cape Cod Commission Regulations of General Application, as revised.

C. A regulatory agreement may not be used to prevent the Town of Barnstable or other governmental agency from requiring a qualified applicant to comply with the laws, rules and regulations and policies enacted after the date of the regulatory agreement, if the Town of Barnstable or governmental agency determines that the imposition of and compliance with the newly effective laws and regulations are essential to ensure the public health, safety or welfare of the residents of all or part of the jurisdiction

IX. § 168-10. Amendments and rescission.

A. Where the Cape Cod Commission is not a party to the regulatory agreement, any party to the agreement may petition the Town of Barnstable to amend or rescind the regulatory agreement. The petitioning party shall provide notice to all parties to the agreement and to the Cape Cod Commission of its intention to amend or rescind the agreement by providing such parties with a copy of the petition seeking such amendment or rescission. When the Town of Barnstable initiates an amendment or rescission, it shall provide notice, in writing, to all other parties to the agreement and to the Cape Cod Commission. The process for amendment or rescission shall follow the procedures for adoption outlined above.

B. When the Cape Cod Commission is a party to the regulatory agreement, any other party to the regulatory agreement may petition the Commission to amend or rescind the regulatory agreement. Such petition shall be made in writing, on a form provided by the Cape Cod Commission. The petitioning party shall provide notice to all parties to the regulatory agreement and to the Commission of its intention to amend or rescind the agreement by providing such parties and the Commission with a copy of the petition seeking such amendment or rescission. When the Commission initiates an amendment or rescission, it shall provide advanced notice, in writing, to all other parties to the agreement. The process for amendment or rescission shall follow the procedures for adoption outlined above

X. § 168-11. Enforcement.

A regulatory agreement is a binding contract which is enforceable in law or equity by a Massachusetts court of competent jurisdiction.

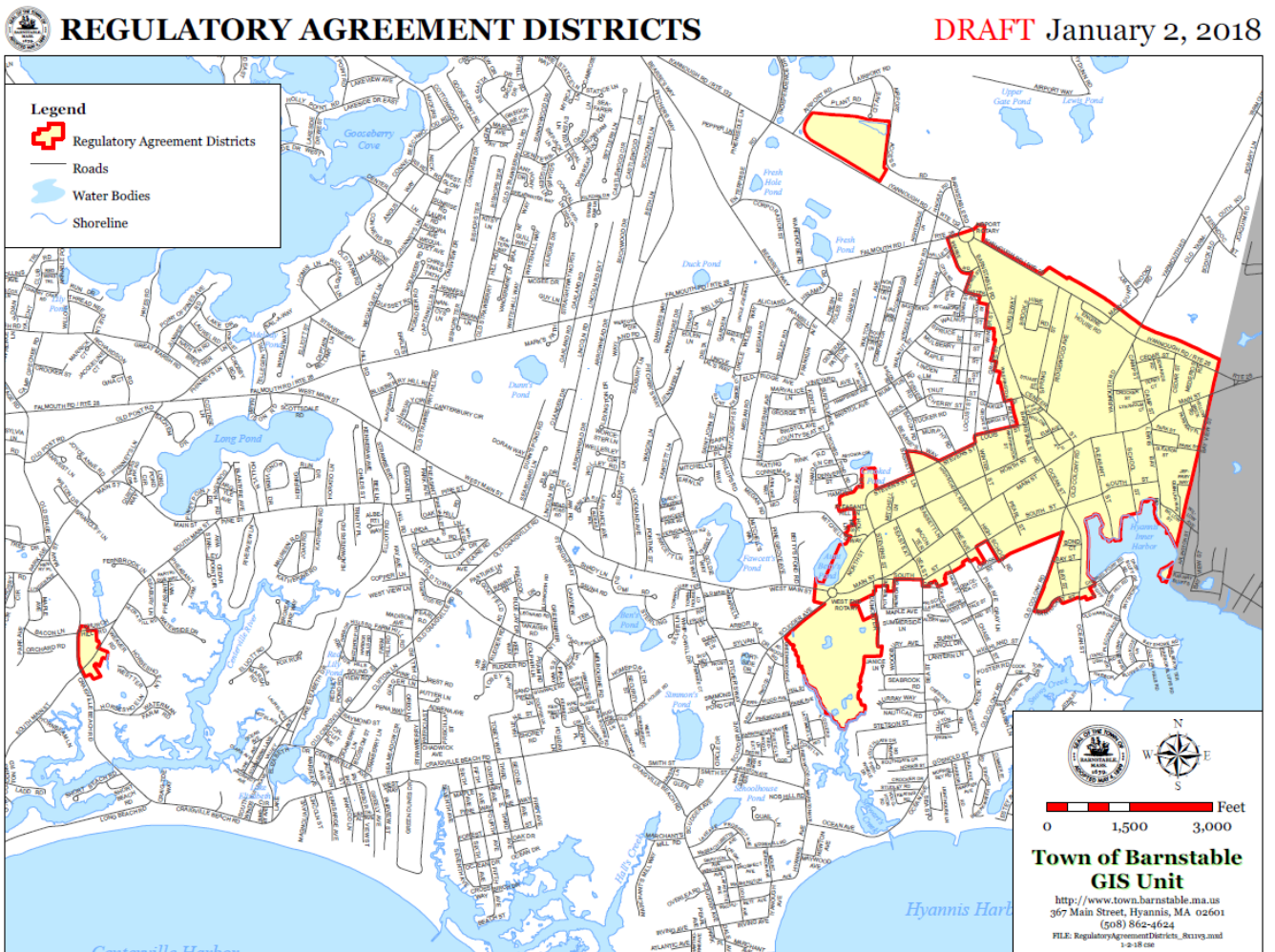
XI. § 168-12. Severability; effect on other laws.

A.

If any provision of this chapter is held invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this chapter shall not affect the validity of the remainder of the Barnstable ordinances.

B.

To the extent that a conflict of interest exists between this chapter and other ordinances of the Town of Barnstable, the more restrictive provisions shall apply



Ruth stated for those that are new to the Regulatory Process that the adoption of the regulatory agreement which is referenced as the development agreement and is used as a development tool under the Cape Cod Commission Act, also known as contract zoning, zoning vernacular particular to Section 14

This proposal that is before the Council this evening is not a change in the ordinance itself but is a proposal to amend a map to add which is known as the Capetown Plaza or Kmart Plaza which is owned by the Town and under the custody and control of the airport, the lease that is currently a long term lease that is due to expire in August 31, 2024, the Town currently receives \$70,000 a year for rent. It has been a concern of the Council for decades. so the Town is now with the Airport are developing a Request for Proposal (RFP) for the future use and development of the site as we approach the 2024 date, it is a realization and recognition that the current lease holder has no incentive interest in changing because the lease expires, so the thought is to put out an RFP now and there is potential that there is some additional revenue prior to the expiration of the lease that may be able to be captured with the way the RFP is written, this is not a zoning change, it is enables the Town the ability to negotiate a regulatory agreement. There is a proposed rezoning in that area in the future, however the Town doesn't want to wait for the zoning changes before the RFP is done and gone out. This gives a way to have a developer the vision to develop this area for the best highest use. This is just a tool; it does not change anything on the ground, but allowing this tool will give the Town better proposals for use.

Vice President James Crocker Jr, and Chair of the Committee stated he was also part of the negotiating committee that put the RFP together concerning the CapeTown Plaza, Chair of the Committee would like it to come to this Committee as well so we would also have a chance to see it and have it explained to us as a Committee as well. The Committee Vice President worked on sponsoring the legislation that is asking that it be added, on behalf of that Committee and it is hopefully is a simplistic approach to what is necessary to improve a difficult asset the Town owns. The Town got that piece of land from the Coast Guard back in the 40's, and the Town put out a lease every year that was as much as the Town paid for it, and at that time it sounded great, but when you go forty years out its doesn't look so good now, and as most of us know about development if you let these get to the last moments and no one in the seat has the ability to petition for permits or work with the Building Inspector to do anything positive, the sight continues to deteriorate and becomes a blight, and we are looking at one of the Towns major plaza's fully exposed on RT 132, with some of the best real estate surrounding it, i.e.: Cape Cod Mall, Court Yard Marriott etc., and this piece of real estate is headed for blight if we do not step in, that is the first issue on why we need to act now before everything ends; the second issue is the Town is the backstop for all financial issues for the Airport, the Airport has had a lot of changes in their income, so if this property does not get the best use, better performing, certainly will enhance everything on RT 132, and also help the Airport at the same time.

Councilor Jessica Rapp Grassetti asked a question regarding the draft and wanted to know if there were any other changes to it besides the KMART Plaza being added, Attorney Ruth Weil stated that it was part of a DCPC decision that was made in Centerville, but it was never used in the Centerville area, but was put into the regulatory agreement.

Chair of the Committee asked the members if there were any other questions, Councilor Paula Schnepf asked what happens to the assets when the lease is up in 2024, Vice President Crocker answered it reverts back to the asset of the Airport. The Town needs to act on this before it becomes a blight piece of property, blight properties take a very long time to turn around, and the Town doesn't want it to happen. This is an extension of the regulatory agreement to include the Capetown Plaza; Attorney Ruth Weil stated that is correct.

Mr. Farnham asked about the development from the Airport Rotary to Capetown Plaza by where Tracey Volkswagen and such, is that in consideration as well, Attorney Ruth Weil answered that is a much bigger issue and that is an issue that is going to be looked at down the road when the Rt132 corridor is looked at for future redesign.

Chair of Committee Vice President James Crocker Jr. made the motion that this Committee accept the regulatory limits on the parcel, Councilor Jessica Rapp Grasseti seconded the motion; all members present voted in favor.

Attorney Ruth Weil handed out the following document regarding Family apartments and stated that she was very glad to have Brian Florence there who Attorney Weil stated was instrumental in a lot of the changes to this original document. Attorney Weil handed out the following documents:

AMENDMENT TO DEFINITIONS

DWELLING, SINGLE-FAMILY

EXISTING:

DWELLING, SINGLE-FAMILY

A detached residential building designed for and occupied by a single family.

PROPOSED AMENDMENT:

DWELLING, SINGLE-FAMILY –

A detached residential building designed for and occupied by a single family and providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

FAMILY APARTMENT

EXISTING:

FAMILY APARTMENT

A living unit, complete with kitchen and bath to supply a year-round residence for a family member.

PROPOSED AMENDMENT:

FAMILY APARTMENT

An Apartment Unit within a single-family dwelling intended to be occupied only by family members of the property owner and which provides complete independent living facilities for one or more persons, as outlined herein, including permanent provisions for living, sleeping, eating, cooking and sanitization.”

§ 240-47.1 Family Apartments:

The intent of this section is to allow within all residential zoning districts one temporary family apartment occupied only by the property owner or a member(s) of the property owner's family as accessory to a single-family residence to provide families the ability to live together as a family unit, but not to allow for a separate dwelling for rental purposes to non-family members. A family apartment may be permitted, provided there is compliance with all the criteria, conditions and procedural requirements herein.

Conditions.A. As of Right. A family apartment shall be allowed as of right provided that it complies with Section C below and satisfies the following criteria:

- (1) 50% of the square footage of the existing single-family dwelling and shall be limited to no more than two bedrooms.
- (2) Occupancy of the apartment shall not exceed two family members; occupancy limitations shall not apply to children ages 18 and under.
- (3) The family apartment shall be located within a single-family dwelling or connected to the single-family dwelling in such a manner as to allow for internal access between the units. The apartment must comply with all applicable zoning requirements for the zoning district in which it is located.

B. By Special Permit. The Zoning Board of Appeals may allow by Special Permit, subject to the provisions of §240-125C herein, the following waivers of the requirements of Section A above:

- (1) A family apartment unit greater than 50% of the square footage of the dwelling.
- (2) A family apartment unit with more than two bedrooms.
- (3) Occupancy of a family apartment unit by greater than two adult family members.
- (4) A family apartment unit within a detached structure, with a finding that the single-family nature of the property and of the accessory nature of the detached structure are preserved.

C. Conditions and Procedural Requirements. Prior to the creation of a family apartment, the owner of the property shall make application for a building permit with the Building Commissioner providing any and all information deemed necessary to assure compliance with this section including, but not limited to, scaled plans of any proposed remodeling or addition to accommodate the apartment, signed and recorded affidavits reciting the names and family relationship among the parties, and a signed family apartment accessory use restriction document.

- (1) Certificate of occupancy. Prior to occupancy of the family apartment, a certificate of occupancy shall be obtained from the Building Commissioner. No certificate of occupancy shall be issued until the Building Commissioner has made a final inspection of the apartment unit and the single-family dwelling for regulatory compliance and a copy of the family apartment accessory use restriction document recorded at the Barnstable Registry of Deeds is submitted to the Building Division.
- (2) Annual affidavit. Annually thereafter, a family apartment affidavit, reciting the names and family relationship among the parties and attesting that there shall be no rental of the principal dwelling or family apartment unit to any non-family members, shall be signed and submitted to the Building Division.
- (3) At no time shall the single-family dwelling or the family apartment be sublet or subleased by either the owner or family member(s). The single-family dwelling and family apartment shall only be occupied by those persons listed on the recorded affidavit, which affidavit shall be amended when a change in the family member occupying either unit occurs.
- (4) When the family apartment is vacated, or upon noncompliance with any condition or representation made including but not limited to occupancy or ownership, the use as an apartment shall be terminated. All necessary permit(s) must be obtained to remove either the cooking or bathing facilities (tub or shower) from the family apartment, and the water and gas service of the utilities removed, capped and

placed behind a finished wall surface; or a building permit must be obtained to incorporate the floor plan of the apartment unit back into the principal structure.

Brian Florence commented that Zoning Board of Appeals we received these across our desk with these applications for these family apartments, we had a hold your breath variance and were very lucky to have not had an appeal with the language that existed before, this language proposed tonight tightens the enforcement ends which helps my department immensely with enforcement. This new language will allow us to make sense of what the intent of a family apartment is, there is no question anymore or permitting issues or challenges. We have tightened all that up in the very first paragraph with the definition of Family Apartment.

Councilor Jessica Rapp Grassetti asked if this touched the cottages that are not attached to the existing home, what about those, are those now protected under this new provision, Mr. Florence answered no; you can obtain a special permit still from the zoning board, with this new language you do not need a variance. Mr. Florence also stated that with the Family Apartments are not required inspections with the Town, we rely on the homeowner to be honest.

Chair of the Committee, Vice President James Crocker Jr. asked for a motion to accept the changes after Committee discussion on the changes made to § 240-47.1 Family Apartments, Councilor Matthew Levesque made the motion to accept the changes made to **§ 240-47.1 Family Apartments** as drafted, Councilor Jessica Rapp Grassetti seconded the motion, all members voted unanimously in favor of accepting the draft changes to **§ 240-47.1 Family Apartments**.

Chair of the Committee, Vice President James Crocker Jr. asked for Public Comment, seeing no one for Public Comment Chair of the Committee asked for a motion to adjourn, Councilor Jessica Rapp Grassetti made the motion to adjourn, Councilor Paula Schnepf seconded the motion, all members present voted in favor of adjournment

NEXT MEETING: February 15, 2018, 6PM

ADJOURNMENT: 6:56pm