

From Andrew Port, Director of Planning & Development:

At our FY'24 B&F meeting several points of additional information were requested. These, and responses for each, are noted below/attached.

1. **List of Complete Streets Projects** – Please see my earlier email dated 6/2 which included links to the City’s most recent comprehensive “Complete Streets Prioritization Plan.”

2. **Further breakdown) of FY’22 Special Permits & Variances into Categories** – Please see the attached summary. As noted in the budget hearing, the basic number of permit applications in each category does not adequately capture the workload or processes associated. The number of applications, type and complexity of each can vary drastically from one year to the next. Each project/application can have a whole range of factors that may impact how much time staff, or the volunteer boards, must spend on the permitting process involved, or to resolve specific issues. One number that does stand out here however is the number of residential projects where modification of a pre-existing non-conforming structure requires a Special Permit for Non-conformities (SPNC) to make the proposed alterations or additions. While we do not have a Local Historic District (LHD), the need for a SPNC (particularly in the densely developed part of our City) results in discretionary board review, and increasingly (over time we have seen) the incorporation of specific plans with finer grain details for the work involved or special conditions unique to the property/structure (e.g. specific window types, additional landscape screening for abutters, etc.). This discretionary review process, with a public hearing and abutter input, is one way Newburyport currently addresses the “compatibility” of projects within denser areas of the City such as the National Register Historic District (NRHD) or Demolition Control Overlay District (DCOD) area.

3. **List of Projects/Project Planner for Each** – Please see the below list. Note that the details of each project, and the work involved to facilitate them, vary greatly, so if you have specific questions regarding any of these please let me know. In some cases there is a fair amount of coordination required between City Departments/Divisions (e.g. *Planning & DPS* working together). This list does not include all smaller miscellaneous items/tasks, assistance given to other departments or time spent with applicants, developers, abutters, volunteer board members, etc. relative to the numerous questions or points of guidance they may need, but rather the larger more notable projects which typically require more time/resources to advance (e.g. design and construction of large capital projects, major plans or regulations currently being updated).

<u>Project Name</u>	<u>Lead OPD Staff</u>
Bulkhead Renovation Project	Geordie Vining
Cutter/West End Fire Station	Geordie Vining
Market Landing Park Expansion	Andy Port
Newburyport Black History Initiative	Geordie Vining
Water Street Sewer Lift Station Relocation	Andy Port (w/DPS Sewer Division)
Clipper City Rail Trail (complete Phase III link)	Geordie Vining
MassDOT Projects in Newburyport (coord.)	Geordie Vining/Andy Port (w/Administration & DPS)
Housing Production Plan Update	Katelyn Sullivan (with assistance from MVPC, Director and AHT)
Beach Management Plan Update	Julia Godtfredsen (also new Mobi Mats, Fencing, Signage in coordination with DCR)
Brown School Adaptive Reuse	Andy Port (RFI at this time, other steps/tasks as determined by the Mayor/Council)
Zoning Updates (housekeeping)	Andy Port (with Jennifer Blanchet, Zoning Administrator helping to identify issues with existing regulations)
Zoning Updates (MBTA Communities)	Andy Port (partial assistance anticipated from MVPC and/or consultants)
Zoning Updates (Storey Ave area)	Andy Port (pending grant for additional consultant assistance/resources)

FY 2022 ZBA/Planning Board Applications – Partial Breakdown

Zoning Board of Appeals

Variances	9
Dimensional variances	7 (6 residential, 1 commercial)
Other (signs, modification)	2 (1 residential, 1 commercial)
Special Permits	49 (44 residential, 4 commercial)
Special Permit for Nonconformities (SPNC)	43 (41 residential, 2 commercial)
Special Permit for Use	4 (2 residential, 2 commercial)
Demolition Control Overlay District (DCOD) Special Permit	2 (1 residential, 1 commercial)

Planning Board

Special Permits	12
Special Permit for Nonconformities (SPNC)	2 (1 mixed use, 1 residential)
Special Permit for Use	1 (commercial)
ITIF Special Permit (use of municipal parking to meet zoning)	1 (commercial)
Downtown Overlay District (DOD) Special Permit	7 (6 commercial, 1 mixed use)
Section VI.C Special Permit (2 Residential Structures on 1 Lot)	1 (residential)