

# CAPE COD GROWTH MANAGEMENT AUDIT

TOWN: \_\_\_\_\_

DATE:

COMPLETED BY (please list all participants):

**PRIMARY CONTACT:**

Name/Title:

Phone:

Address:

Email:

**AUTHORIZATION:**

Co-sponsors (CIRCLE ONE) are / are not authorized to publish the results of this audit.  
Submission of this audit is authorized by: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE SEND ONE ORIGINAL OF YOUR COMMUNITY'S COMPLETED AUDIT TO:**

CAPE COD BUSINESS ROUNDTABLE  
PO BOX 398  
BARNSTABLE, MA 02630

**RESOURCES:**

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**HOW THE AUDIT IS ORGANIZED:**

Growth Management Audit questions are organized into the following six categories:

- A. Encourage growth in compact, mixed-use village and regional centers.
- B. Provide infrastructure to support growth in suitable locations.
- C. Encourage compact development and protection of natural resources.
- D. Provide a range of housing opportunities.
- E. Protect historic resources and preserve community character.
- F. Make development decisions fair and predictable.

Three possible responses are provided for each question. Please choose the answer that most accurately reflects the issue as it pertains to your community. We have provided space at the end of each section where you can make comments or note special circumstances not reflected in the multiple-choice answers.

**THANK YOU FOR YOUR PARTICIPATION!**

## CAPE COD GROWTH MANAGEMENT AUDIT

### A. ENCOURAGE GROWTH IN COMPACT, MIXED-USE VILLAGE AND REGIONAL CENTERS

1. Does your town have an adopted Local Comprehensive Plan (LCP) that describes a desired pattern of development?
  - Yes, the LCP describes a pattern of development that includes one or more town centers with primarily low-density development in surrounding areas.
  - The LCP is not specific about the desired pattern of development.
  - The LCP calls for growth throughout the town; or there is no adopted LCP.
  
2. How visible is the edge of your town center (or centers if your town has more than one)?
  - The town center(s) has a clearly defined, visible edge.
  - The edge(s) of the town center(s) is still recognizable but it has begun to blend with outlying development.
  - There is no clear distinction between the town center(s) and outlying development.
  
3. Where is most commercial growth occurring?
  - Within the town center(s).
  - Mostly outside the town center(s).
  - Outside the town center(s) in commercial strip patterns and/or large lots.
  
4. Where are your town's public buildings (town offices, library, senior center, schools) located?
  - Public buildings are in a town center.
  - Most public buildings are in a town center but some existing or planned buildings are outside the center(s).
  - Most existing and planned public buildings are outside a town center.
  
5. Does your local zoning define one or more compact town centers?
  - Yes, the zoning establishes specific zones for compact town center(s).
  - There is a defined zone for the town center(s) but it is not compact and/or it extends in a linear fashion along major roads.
  - No town center(s) is defined.
  
6. How do the lot sizes required in your town center zoning district(s) compare with the typical sizes of older lots in the same area?
  - Zoning permits lot sizes similar in size to older lots in those areas.
  - Zoning permits varying lot sizes, resulting in a mix of small and larger lots.
  - Zoning requires larger lots than older lots in those areas.
  
7. Does the zoning bylaw provide for higher density development (smaller lot sizes) in town centers and lower densities (larger lot sizes) in outlying areas or areas with sensitive natural resources?
  - Yes.
  - Yes, but differences in allowable densities (lot sizes) are not dramatic.
  - No, lots sizes are either the same or mixed in sizes throughout the town.

## CAPE COD GROWTH MANAGEMENT AUDIT

8. Does the zoning bylaw permit mixed uses in town centers?
- Yes, the town center(s) zoning permits a mix of residential and commercial development.
  - Some zoning districts permit mixed uses but the standards need refinement to achieve compatible mixed uses.
  - No mixed uses are permitted; uses are segregated into separate districts.

9. What are the three most important zoning actions the town has taken toward strengthening village centers in the past three years?

10. What are the three most important zoning actions needed to strengthen village centers? Please indicate if any of these zoning actions will be undertaken in the next twelve months.

11. Please comment or note exceptions relating to any of the topics addressed in this section:

### **B. PROVIDE INFRASTRUCTURE TO SUPPORT GROWTH IN SUITABLE LOCATIONS.**

12. Is Capital Improvement Programming (CIP) coordinated with land use planning in your community?
- Yes, the town LCP sets out long-term goals for needed infrastructure and the annual CIP is based on those goals.
  - There is a CIP process but it is not related to the LCP.
  - There is no adopted LCP and/or CIP process.

13. Has your community evaluated its buildout capacity under current zoning and determined its infrastructure needs (water, wastewater, roads, transit, etc.)?
- Yes, this information is documented and used to plan for needed infrastructure.
  - Some information is available but it has not been used to comprehensively plan for needed infrastructure.
  - The town has not analyzed its infrastructure needs.

14. Does your town provide wastewater treatment in town center(s)?
- Yes, the town has wastewater treatment facilities serving town center(s).
  - The town is actively involved in the Wastewater Facility Planning process.
  - The town has no public wastewater infrastructure and has not begun the planning process for it

## CAPE COD GROWTH MANAGEMENT AUDIT

15. Do local Board of Health regulations permit the use of shared or cluster septic systems?
- Yes, cluster systems are allowed and used.
  - Yes, but it is difficult to get a cluster system approved.
  - Board of Health regulations do not permit shared cluster septic systems.
16. How does your community regulate road widths?
- Regulations allow different road widths depending on the character of the area, the projected volume and/or speed of traffic.
  - Regulations allow some variation in road widths but only under limited circumstances.
  - No variations in road widths are permitted.
17. What provisions has your community made for pedestrians and cyclists?
- We have a good network of sidewalks and bikepaths connecting much of the community.
  - We have some sidewalks/bikepaths and a plan for additional facilities in the community.
  - We have only limited sidewalks/bikepaths and no plan for pedestrian or bicycle facilities.
18. Do residents have easy walking access to public parks and playgrounds?
- Yes, parks and playgrounds are available throughout the town and are easily accessible by walking.
  - We have some parks and playgrounds but not all areas are served or easily accessible on foot.
  - No, we have very few parks or playgrounds.
19. Please comment or note exceptions relating to any of the topics addressed in this section:

### **C. ENCOURAGE COMPACT DEVELOPMENT AND PROTECTION OF NATURAL RESOURCES.**

20. Does your town have a provision for the Transfer of Development Rights (TDR) with defined sending and receiving zones?
- Yes, there is an active program that has been used successfully.
  - Yes, we have a provision allowing TDR but it is rarely or never used.
  - No, there is no provision for TDR.
21. Does your town have provisions for cluster development/open space subdivisions?
- Yes, cluster development is permitted and often used by developers.
  - The town permits cluster development but it is not regularly used and/or the bylaw needs improvement.
  - No, town zoning does not permit cluster subdivisions.
22. Does your community have an up-to-date (less than five years old) Open Space Plan?
- Yes and it is consulted regularly by all town boards to guide decisions.
  - There is a current plan but it is not well-integrated into development decisions.
  - No, there is not an up-to-date Open Space Plan.

## CAPE COD GROWTH MANAGEMENT AUDIT

23. Has your community adopted the Land Bank and/or Community Preservation Act?
- Yes, and the town has actively used these funds to preserve priority open space.
  - Yes, but the town has not bought much land with these funds to date.
  - No.
24. How much land has been permanently protected in your town through federal, state, town or local land trust activity?
- Greater than 40% of the town's land area is permanently protected.
  - Less than 40% but greater than or equal to 25% of the town's land area is permanently protected.
  - Less than 25% of the town's land is permanently protected.
25. What other actions is your community taking to protect natural areas?
- We have a natural resources inventory and strong provisions to protect natural areas, including wetlands, wildlife habitat and sites for rare plants-through site plan review and/or subdivisions regulations.
  - We have made provisions to protect some but not all natural areas through site plan review and/or subdivision regulations.
  - We have no natural resources inventory and no provisions to protect natural areas through site plan review or subdivision regulations.
26. Does the town have a local wetlands bylaw that provides for undisturbed buffers around important wetlands, vernal pools and other key resources?
- Yes, there is a local bylaw that provides these protection features.
  - There is a local wetlands bylaw but it need to be improved to provide adequate protection.
  - There is no local wetlands bylaw.
27. Does your town have an aquifer/water resource protection bylaw to protect drinking water quality?
- Yes, there is an aquifer/water resource protection district with standards to protect drinking water supplies.
  - Yes, there is a district or regulations in place but the standards need to be improved.
  - No, there is not an aquifer/water resource protections district in place.
28. Please comment or note exceptions relating to any of the topics addressed in this section:

## CAPE COD GROWTH MANAGEMENT AUDIT

### D. PROVIDE A RANGE OF HOUSING OPPORTUNITIES

29. Which option best describes the mix of housing types in your community?
- There is a mix of housing types and prices including single-family homes, multi-family apartments, congregate housing, senior housing and permanently protected affordable units (both homeownership and rental units).
  - There is a limited mix of housing types including some affordable housing, with a predominance of single-family homes.
  - There is very little diversity in housing and very little affordable housing in the community.
30. How has your community planned for future housing needs?
- The town has an adopted LCP or Housing Plan that projects the amount and types of housing that are needed and outlines a strategy for meeting those needs.
  - The LCP or Housing Plan includes an evaluation of housing needs but does not specify how to meet them.
  - The town does not have an LCP or Housing Plan to address housing needs.
31. Does your community permit affordable accessory apartments?
- Yes and some are created each year.
  - Yes but few have been created because the standards are hard to meet.
  - No, accessory apartments are not permitted.
32. Is your town proactive in working on 40B housing proposals?
- Yes, the community has worked cooperatively with local housing groups and/or private developers to produce units in appropriate locations.
  - The Zoning Board of Appeals has adopted regulations for permitting 40Bs but little other activity has gone on.
  - We have not been proactive on 40B projects.
33. Has your town adopted the Community Preservation Act (or other means of funding affordable housing)?
- Yes, and the town has successfully used these funds to produce affordable housing units.
  - Yes, but to date these funds have only been used for housing planning.
  - No, not at this time.
34. Please comment or note exceptions relating to any of the topics addressed in this section:

## CAPE COD GROWTH MANAGEMENT AUDIT

### E. PROTECT HISTORIC RESOURCES AND PRESERVE COMMUNITY CHARACTER

35. Has your town adopted a Local Comprehensive Plan and made your local land use regulations (zoning, wetland and subdivision regulations, Board of Health regulations, etc.) consistent with that LCP?

- Yes, we have a LCP and we have modified local regulations to make them consistent with the goals and policies of the LCP.
- We have adopted or are preparing a LCP, but have not yet made all our regulations consistent with that plan.
- We have not adopted a Plan or updated our regulations.

36. Does your town have a commercial site plan review bylaw or ordinance?

- Yes and it functions well, producing development designs that enhance the community.
- Yes, but it is in need of improvement.
- Not presently.

37. Does your community have bylaws or regulations to control the scale of residential buildings?

- Yes, these controls function well, producing residential development that is compatible with neighborhood character.
- Yes, but they are in need of improvement.
- Not presently.

38. What is your community doing to protect historic buildings and landscapes?

- We have established historic district(s) with regulations to guide new development in those areas.
- We have identified historic resources but we have not put in place specific measures to protect them.
- We have done little to identify or protect historic buildings or landscapes.

39. Does your community have a demolition delay bylaw or ordinance?

- Yes and it is effective in preserving historic features of the community.
- Yes, but it needs refinement to be more effective.
- No, not at this time.

40. Has your town adopted the Community Preservation Act (or other means of funding historic preservation)?

- Yes, the town has successfully used these funds for historic preservation.
- Yes, but to date these funds have not been used for historic preservation.
- No, not at this time.

41. Please comment or note exceptions relating to any of the topics addressed in this section:

## CAPE COD GROWTH MANAGEMENT AUDIT

### F. MAKE DEVELOPMENT DECISIONS FAIR AND PREDICTABLE

42. Has your community proposed and implemented any Districts of Critical Planning Concern (DCPC) to protect significant natural, coastal, scientific, cultural, architectural, archaeological, historic, economic or recreational resources or values?
- Yes, we have used the DCPC process to plan for and implement protections for one or more areas in town.
  - We are exploring use of the DCPC process to protect key resource areas.
  - We have not and do not plan to use this tool.
43. Is there a guidebook for developers and applicants to explain the local regulatory process?
- Yes, there is an up-to-date written guide that explains and coordinates the requirements of various boards and departments.
  - General guidance documents are available from different town departments.
  - Only verbal guidance is routinely available.
44. Does your town budget funds for training and conferences for Board members?
- Yes, training is funded and members have attended some training in the past two years.
  - There is a small budget or few members take advantage of training opportunities.
  - The town does not provide funding for training Board members.
45. Please comment or note exceptions relating to any of the topics addressed in this section: