

FYI



Citizen Planner Training Collaborative

Advanced Tools and Techniques for Planning and Zoning

Thirteenth Annual Conference

Saturday, March 15, 2014

**Hogan Conference Center
Holy Cross College, Worcester, MA**

2014 Conference Schedule

8:00-8:45	Registration and continental breakfast					
	Timely Topics				Nuts and Bolts for Effective and Efficient Boards	
Early-Morning Sessions 9:00-10:30	1. Design for Density with Limited Infrastructure <i>Karen Cullen George Preble Geoffrey Morrison-Logan</i>	2. Climate Change & Adaptation Planning/ Massachusetts Policy Updates <i>Karen Heymann Julie Conroy Keith Bergman</i>	3. Overcoming Challenges to Meeting Our Housing Needs/Integrating Housing into Planning <i>Jenny Raitt Jayne Bernhard Armington Evan Belansky</i>	4. Medical Marijuana: One Year In, What to Expect? (MIIA) <i>Katharine I. Doyle Patricia Cantor Anthony Fields</i>	5. Zoning Exemptions (MIIA) <i>Barbara Saint André</i>	6. Roles & Responsibilities Part 1 (MIIA) <i>Bob Mitchell Bob Ritchie</i>
10:30-10:45	Coffee Break					
Late-Morning Sessions 10:45-12:15	7. Inclusionary Zoning (NOT 101) (MIIA) <i>Judi Barrett Barbara Saint André</i>	8. Sustainability Planning and Coastal Climate Change Adaptation Strategies: Local Planning at the Forefront <i>Angela Vincent Robert L. Fultz Anne Herbst</i>	9. Cultural Districts: With a Discussion on Signage & Wayfinding <i>Meri Jenkins Marla Rasmussen Jessica Allen</i>		10. Site Plan Review (MIIA) <i>Pam Brown</i>	11. Roles & Responsibilities Part 2 (MIIA) <i>Bob Mitchell Bob Ritchie</i>
12:15-1:45	Lunch with remarks by Clark Ziegler, Executive Director, Massachusetts Housing Partnership					
Afternoon Sessions 1:45-3:15	12. Small- to Medium-Size Solar <i>Kurt Gaertner Carolyn Britt</i>	13. Fair Housing 101 (MIIA) <i>Jenny Raitt Margaux Le Clair Jennifer Erickson</i>	14. Economic Development In Small Downtowns <i>Glenn Gibbs Sarah LaCour Mary Vilbon</i>	15. Principles of Public Outreach in Planning Processes/Planning with Community Support (MIIA) <i>Judi Barrett Alientza Michel</i>	16. Writing Reasonable and Defensible Decisions (MIIA) <i>Pam Brown</i>	17. Introduction to the Zoning Act (MIIA) <i>Carolyn M. Murray, Esq.</i>

The conference will take place unless the State or city of Worcester is declared CLOSED as part of an official snow emergency. Tune to WCVB Channel 5, Worcester TV Channel 3, or WSRS Radio 96.1 or call for a taped message at (978) 369-2157.

Also refer to the CPTC website for cancellation information:

masscptc.org

Program

8:00–8:45 a.m.

Registration and continental breakfast

9:00–10:30 a.m. Early-Morning Sessions

1. Design for Density with Limited Infrastructure (AICP)

This workshop will explore this question: What does the Commonwealth's ambitious goal of generating 10,000 multi-family housing units a year mean for towns with little or no water supply or sewage disposal infrastructure, and what tools and techniques will allow us to get there? Karen Cullen, AICP will discuss her work as a town planner and in prior consulting work planning for housing and increasing density in communities with limited infrastructure. George Preble, PE, LSP, and Geoffrey Morrison-Logan will each discuss innovative work in water and wastewater engineering for development in areas with limited or no water and/or wastewater infrastructure. The program will include plenty of time for interactive discussion among attendees.

Speakers: *Karen Cullen, AICP, Director of Planning & Community Development, Town of Ware; George Preble, PE, LSP, President of Beals & Thomas, Inc.; Geoffrey Morrison-Logan, Senior Urban Designer and Manager, Vanasse Hangen Brustlin*

Moderator: *Alan Pease, Town of Ashby Planning Board*

2. Climate Change and Adaptation Planning/ Massachusetts Policy Updates (AICP)

A statewide coalition has formed to advance planning for protection of both the built and natural environments from impacts of climate change, including support for legislation that would provide for a Comprehensive Adaptation Management Plan for the Commonwealth. The Metropolitan Area Planning Council is developing a regional plan to identify and reduce vulnerabilities, improve resilience, reduce hazards, and improve preparedness. Both of these initiatives will inform and support community level adaptation planning. Protection and restoration of Green Infrastructure to reinforce "natural defenses" such as coastal and inland wetlands and buffer zones is a key element of adaptation planning.

Speakers: *Karen Heymann, Mass Audubon, Legislative Director; Julie Conroy AICP, Metropolitan Area Planning Council, Senior Environmental Planner; Keith Bergman, Mentor/Presenter, Climate Reality Leadership Corps*

Moderator: *E. Heidi Ricci, Senior Policy Analyst, Mass Audubon*

3. Overcoming Challenges to Meeting Our Housing Needs/Integrating Housing into Local and Regional Planning (AICP)

A full range of housing options that are affordable to households of all backgrounds, abilities, and incomes are critical to building and retaining talent for our economy and improving our economic competitiveness. This session will explore strategies for overcoming challenges to meeting our housing needs and increasing housing options in our communities and regions. The session will present regional housing plan initiatives that HUD funded under the Sustainable Communities Regional Planning Grant Program. The local perspective on issues/opportunities that may arise from implementation of these strategies will also be presented.

Speakers: *Jenny Raitt, Assistant Director of Land Use Planning—Chief Housing Planner, MAPC; Jayne Bernhard Armington, AICP, Senior Planner, Pioneer Valley Planning Commission; Evan Belansky, Community Development Director, Town of Chelmsford*

4. Medical Marijuana: One Year In, What to Expect? (MIIA)(AICP)

Since the Medical Marijuana Act, Chapter 369 of the Acts of 2012, went into effect on January 1, 2013, the Department of Public Health has issued comprehensive regulations and approved 20 Registered Marijuana Dispensaries. Many municipalities have voted moratoria and substantive zoning bylaws and ordinances and otherwise acted to implement the state law. This session will provide a review of developments in the last year. We will discuss the DPH regulations, local responses, the Attorney General's position on local regulation, and current zoning and other local issues regarding dispensaries.

Speakers: *Katharine I. Doyle, Esq., Deputy General Counsel, Massachusetts Department of Public Health; Patricia Cantor Esq., Kopelman and Paige, P.C.; D. Anthony Fields, AICP, Director of Planning, Billerica*

Moderator: *D. Anthony Fields, AICP, Director of Planning, Billerica MA*

5. Zoning Exemptions (MIIA)

The Zoning Act provides certain exemptions for agricultural, educational, childcare, and religious uses. Certain state and federal land and uses are also exempted from local zoning regulations. This session explains these exemptions, and the circumstances under which municipalities can enact and impose regulations.

Speaker: *Barbara Saint André, Attorney, Petrini & Associates, P.C.*

6. Roles & Responsibilities Part 1 (MIIA)

Join us if you are a new Planning Board or ZBA member or building inspector. This program will launch you into your role as a local official, introduce you to the functions of the boards and the main tools of planning and zoning. This session is presented in two parts in order to be able to present the large amount of information and to provide time for questions and answers. We encourage you to sign up for Part 1 and Part 2.

Speakers: *Bob Mitchell, FAICP, Robert P. Mitchell & Associates; Bob Ritchie, Attorney*

10:30–10:45 Coffee Break

10:45–12:15 Late-Morning Sessions

7. Inclusionary Zoning (NOT 101) (MIIA)(AICP)

This workshop provides an overview of legal, practical, policy, and public relations issues associated with inclusionary zoning, or zoning for affordable housing. Find out about some "best practices" examples in Massachusetts and beyond, and how inclusionary zoning can help to create quality affordable housing in your community. This workshop will also cover steps you can take to have inclusionary zoning units count on the Chapter 40B Subsidized Housing Inventory.

Speakers: *Judi Barrett, Director of Municipal Services, RKG Associates; Barbara Saint André, Attorney, Petrini & Associates, P.C.*

Moderator: *Kathy Joubert, Town Planner, Town of Northborough*

The CPTC Board of Directors dedicates this year's Annual Conference to the memory of former Board member

Sean Bender

who passed away on February 2, 2014, at the age of 34. Sean was a generous supporter of CPTC for many years.

His wit and wisdom are sorely missed.

Program

8. Sustainability Planning and Coastal Climate Change Adaptation Strategies: Local Planning at the Forefront (AICP)

Many communities in Massachusetts are taking action – through planning, local public policy and infrastructure investments – to advance sustainability and, in some cases, out of specific concern regarding projected impacts of climate change. This session will describe the efforts of two communities, the Towns of Greenfield and Hull. The Town of Greenfield began an update to its Comprehensive Master Plan in 2012. This case study will focus on how they integrated sustainability into the process and created a Sustainable Master Plan. The coastal community of Hull was recognized in 2013 by the Massachusetts Public Health Association for its “Nantasket Beach Overlay District” in recognition of the role of this local initiative in supporting walking and biking, reducing sprawl, and reducing greenhouse gas emissions. Hull has also been recognized by NOAA and FEMA for leadership in climate adaptation, in particular for efforts to address future sea level rise. These case studies will illustrate a range of local actions that can be taken to embrace sustainability and adapt to a changing climate.

Speakers: *Angela Vincent, Sustainability Project Manager, Vanesse Hangen Brustlin; Robert L. Fultz, MPA, Director, Community Development & Planning, Town of Hull; Anne Herbst, Conservation Administrator, Town of Hull*

Moderator: *Angus Jennings, AICP*

9. Cultural Districts: With a Discussion on Signage & Wayfinding (AICP)

There are currently 19 designated cultural districts in Massachusetts. The designation is part of the program overseen by the MA Cultural Council. The Cultural District Initiative encourages Massachusetts communities to strengthen their sense of place, while stimulating economic activity, improving the experiences of visitors to their communities and improving quality of life. The speakers include the Coordinator of the MA Cultural District Initiative and 2 communities that are currently implementing the initiative. The presentations will also discuss how the communities are dealing with signage and wayfinding as part of their districts.

Speakers: *Meri Jenkins, Coordinator, Massachusetts Cultural Districts Initiative; Marcia Rasmussen, AICP, Director of Planning and Land Management, Town of Concord; Jessica Allan, AICP, City Planner, Easthampton Cultural District*

Moderator: *Bruce Hughes MPA, EDP, Economic Development/Community Planner, Old Colony Planning Council, Brockton, MA*

10. Site Plan Review (MIIA)

The Zoning Act does not contain any provisions for the review of site plans, however the Site Plan Review process can be a very effective tool for a board to review the details, aesthetics and impacts of a potential project. This course explains the difference between site plan approval and special permits; the review process; the types of conditions a board may impose; reasons for disapproval; the appeal process and the types of information a town can require to be shown on a site plan.

Speakers: *Pam Brown, Attorney, AICP, Brown & Brown, P.C.*

11. Roles & Responsibilities Part 2 (MIIA)

Part 2 of this important and popular topic will be a discussion of the three legs of “Good Government.” It will focus on the Open Meeting, Public Records and Conflict of Interest Laws.

Speakers: *Bob Mitchell FAICP, Robert P. Mitchell & Associates; Bob Ritchie, Attorney*

12:15–1:45 p.m. Lunch; Keynote Remarks, Clark Ziegler, Mass Housing Partnership

1:45–3:15 p.m. Afternoon Sessions

12. Small- to Medium-Size Solar (AICP)

More and more communities in Massachusetts are faced with issues pertaining to locating alternative energy facilities such as wind and solar energy. Learn how your community can address the issues that these developments raise, the application/permitting process and ways to make sure these facilities are compatible with the goals of your city or town. Particular attention will be paid to siting considerations, and regulatory options available to municipalities.

Speakers: *Kurt Gaertner, Executive Office of Energy and Environmental Affairs; Carolyn Britt, AICP, Community Investment Associates*

Moderator: *Kathy Joubert, Town Planner, Town of Northborough*

13. Fair Housing 101 (MIIA)(AICP)

This workshop will present resources to aid our understanding of fair housing obligations and the important role of local planning in efforts to affirmatively further fair housing. In particular, the workshop will provide an overview of the newly created MAPC Fair Housing Toolkit, which assembles key information to help municipal officials and other groups identify fair housing barriers and adopt strategies to overcome them. The Fair Housing Toolkit covers various topic areas, including master planning, zoning, civic engagement, accessibility, and much more.

Speakers: *Jenny Raitt, Assistant Director of Land Use Planning and Chief Housing Planner, Metropolitan Area Planning Council; Margaux Le Clair, Counsel, Department of Housing and Community Development; Jennifer Erickson, Regional Planner, Metropolitan Area Planning Council*

Moderator: *Barbara Chandler, Senior Advisor on Civil Rights and Fair Housing, Metropolitan Boston Housing Partnership*

14. Economic Development in Small Downtowns (AICP)

This session will provide an overview by four communities—Shelburne Falls (Towns of Shelburne & Buckland), Ipswich and Amherst on each community's economic development efforts to stabilize and strengthen their centers. This session will also spotlight three different approaches to managing those efforts. Shelburne Falls (public/private partnership) has taken a regional approach. Ipswich (town government) is building on the many town-wide sites to draw people to the center and Amherst has a Business Improvement District that is implementing programs never before tried in the center.

Speaker: *Glenn Gibbs, AICP, Planning Director, Town of Ipswich; Sarah laCour, Director, Amherst Business Improvement District; Mary Vilbon, Director, Shelburne Falls Partnership*

Moderator: *Bruce Hughes MPA, EDP, Economic Development/Community Planner, Old Colony Planning Council, Brockton, MA*

Program

15. Principles of Public Outreach in Planning Processes/Planning with Community Support (MIIA)(AICP)

This workshop illustrates methods of organizing a community-based planning process—whether it is for a master plan, neighborhood visioning process or engaging underserved populations—that will also build support from the community for the amendment and implementation process. This workshop will provide an overview of core principles to designing and executing an outreach plan with limited resources. Dispel myths and learn ideas and techniques on how to get your target audience in the room and keep them engaged throughout the process. It will explain how to work with or without consultants to make plans that result in local action.

Speaker: Judi Barrett, Director of Municipal Services, RKG Associates; Allentza Michel, Program Coordinator, MassDOT

Moderator: Michael DiPasquale, UMass Extension

16. Writing Reasonable and Defensible Decisions (MIIA)

Covers some key points that will assist boards in writing clear and defensible decisions. It describes criteria that should be contained in local zoning regulations and how these regulations relate to the types of conditions a board may impose when approving a special permit or variance application.

Speaker: Pam Brown, Attorney, AICP, Brown & Brown, P.C.

17. Introduction to the Zoning Act (MIIA)

For newer board members, this course addresses the history and purposes of zoning, adoption of zoning bylaws, variances and special permits, public hearing and voting requirements and other key procedural requirements.

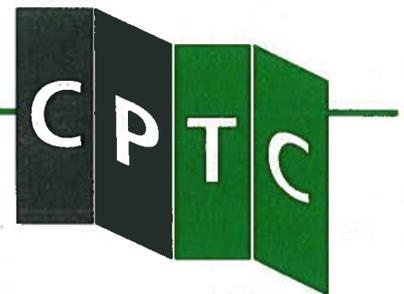
Speaker: Carolyn M. Murray, Esq., Kopelman and Paige, P.C.



Who Should Attend?

Planning, zoning, building, conservation officials
Citizens interested in land-use and development issues in their communities
Municipal staff members who serve Boards and planning departments
Professional planners, and others who consult with municipal Boards

Cost: Conference attendance costs \$60 and includes buffet lunch. (Attendees will also receive valuable handout materials produced by CPTC). Payment is due with registration (see form) or may be paid using PayPal on the CPTC website. Town checks may be sent separately and may arrive after the deadline.



Questions? masscptc.org or Angus Jennings, (978) 369-2157 or Elaine Wijna, (617) 573-1360

The Citizen Planner Training Collaborative

is a cooperative program of UMass Extension, the Massachusetts Department of Housing and Community Development, the Massachusetts Chapter of the American Planning Association, the Massachusetts Association of Regional Planning Agencies and the Massachusetts Association of Planning Directors.

UMass Extension is an equal opportunity provider and employer, United States Department of Agriculture cooperating. Contact your local Extension office for information on disability accommodations.

Contact the State Extension Director's Office if you have concerns related to discrimination, (413) 545-4800 or see ag.umass.edu/civil-rights-information/civil-rights-information-resources.

Get Credit for Taking CPTC Courses

You can get credit for taking many of the CPTC courses offered throughout the year, including the annual conference. Credit applies as follows:

CPTC Certificate Program

CPTC offers a Level One Certificate for completing 3 of the following courses:

1. The Roles and Responsibilities of Planning and Boards of Appeals
2. Introduction to the Subdivision Control Act
3. Introduction to the Zoning Act
4. How to Write Reasonable and Defensible Decisions

CPTC offers a Level Two Certificate for completing Level One requirements and 3 of the following courses:

1. Planning with Community Support (applies to planning board members only)
2. Non-conforming Structures, Lots, and Uses, and Vested Rights
3. Zoning Exemptions
4. Special Permits and Variances

AICP Continuing Education Credit

Workshops designated (AICP)* will be submitted to AICP for credit. If approved, these sessions will entitle the participant to 1.5 hours of credit. Additional information will be provided on our website and at the conference.

Massachusetts Interlocal Insurance Association (MIIA) Rewards Program

Sessions designated "MIIA" entitle your town to credit under the MIIA Rewards Program towards public officials liability insurance.



Registration Form

Absolute Deadline for receiving registrations is: FRIDAY, MARCH 7, 2014!

We cannot accept last-minute registrations. You can register online at masscptc.org until the deadline. Town checks may be sent by separate mail and arrive later than the deadline if necessary.

Name: _____ Board affiliation (planning, zoning, etc.): _____

Street address: _____

City: _____ State: _____ Zip: _____

Daytime phone number: _____ E-mail: _____

City/town served (you must fill this in to get course credit): _____

I want to attend the following sessions:

Mark one conference session per time slot (✓). Please keep a copy of this page for your records—we do not confirm registrations.

9:00 a.m.–10:30 a.m.

- 1. Design for Density
- 2. Climate Change and Adaptation
- 3. Integrating Housing
- 4. Medical Marijuana
- 5. Zoning Exemptions
- 6. Roles and Responsibilities 1

10:45 a.m.–12:15 p.m.

- 7. Inclusionary Zoning (NOT 101)
- 8. Sustainability & Climate Change
- 9. Cultural Districts
- 10. Site Plan Review
- 11. Roles and Responsibilities 2

1:45 p.m.–3:15 p.m.

- 12. Small- to Medium-Size Solar
- 13. Fair Housing 101
- 14. Small Downtowns
- 15. Principles of Public Outreach
- 16. Defensible Decisions
- 17. Introduction to the Zoning Act

Registration fee: \$60 per person. (Receipts will be provided at registration. We do not confirm registrations.)

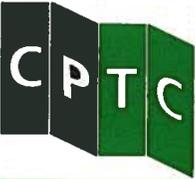
Please make check payable to CPTC and mail or fax this form by Friday, March 7, 2014 to:

CPTC, P.O. Box 912, Greenfield, MA 01302 or Fax to (413) 625-2099.

Online registration is available at masscptc.org. You may not register by E-mail.

QUESTIONS? Please contact CPTC Coordinator Angus Jennings at (978) 369-2157 or Elaine Wijna at DHCD at (617) 573-1360

Directions to Holy Cross College: From Route 290 in Worcester, take Exit 11 (College Square). Immediately cross over to the far right lane and take the first right before the traffic light onto College Street. Go up the hill and turn left into the last gate (number 7). The Hogan Center is the second building on the left.



Citizen Planner Training Collaborative

Thirteenth Annual Conference

Advanced Tools and Techniques for Planning and Zoning

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Holy Cross College
Worcester, MA

masscptc.org

Our Sponsors:



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Massachusetts Association of Regional Planning Agencies



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CPTC Conference Program!

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