

**Town of New Shoreham Planning Board
Amendments to the Land Development and Subdivision Regulations
Article _____, Section _____
Technical Review Committee**

The New Shoreham Planning Board hereby adopts the following amendments:

Note: Words set as ~~strikeover~~ are to be deleted from the regulations; words set in underline are to be added to the regulations.

§ 201. Definitions.

~~TECHNICAL REVIEW COMMITTEE — A committee, which may be constituted and appointed by the Planning Board for the purpose of reviewing, commenting, and making recommendations to the Planning Board with respect to approval of land development and subdivision applications.~~

TECHNICAL REVIEW COMMITTEE — A committee or committees appointed for the purpose of reviewing, commenting, approving, and/or making recommendations to the planning board or administrative officer.

§ 302. PreApplication and Concept Plan Review.

E. Concept Plan Review. At the pre-application stage of an application, the applicant may request an informal concept plan review with the Planning Board or the Technical Review Committee to review the development proposal. The purpose of the concept plan review is also to provide the applicant with Planning Board or Technical Review Committee input in the formative stages of subdivision and land development concept design.

§ 502. The Technical Review Committee (TRC).

~~A. Establishment. The Planning Board may establish a subcommittee of the Planning Board, to be known as the Technical Review Committee, to conduct technical reviews of applications for subdivisions and land development projects subject to Planning Board jurisdiction and to consider and recommend advisories to the Zoning Board on variance and special use permit applications referred to the Planning Board under the provisions of the Zoning Ordinance. All such reviews shall be advisory in nature, and in no case shall the recommendations of the Technical Review Committee be binding on the Planning Board in its activities or decisions.~~

~~B. Membership. Membership of the Technical Review Committee shall consist of the Administrative Officer, who shall chair the committee, at least one member of the Planning Board and at least one other person as the Board shall appoint. The Committee may include the Building Official, Public Works Director and members from the Conservation Commission and the Historic District Commission and town utilities (water, sewer, electric) personnel. Written procedures shall be adopted by the Planning Board establishing the Committee's members, responsibilities and procedures.~~

~~C. Records. Reports of the Technical Review Committee to the Planning Board shall be in writing and shall be kept as part of the permanent documentation on any application.~~

A. Review. The Technical Review Committee may conduct reviews of applications of subdivisions and land developments projects. All such reviews shall be advisory in nature, and in no case shall the recommendations of the TRC be binding on the Administrative Officer or Planning Board in their activities or decisions.

B. Membership. The TRC shall consist of a minimum of three (3) members, appointed by the Planning Board as permanent members, to include the following membership:

a. The Administrative Officer who shall serve as Chair;

b. One member of the Planning Board;

c. At least one of the following additional members:

i. The Zoning Official or designee

ii. The Public Works Director or designee

iii. The Fire Chief or designee

iv. The Police Chief or designee

v. The Town Engineer or designee

vi. Additional member(s) of the Planning Board, but no more than three members total may serve at one time

vii. A member of the Conservation Commission

viii. A member of the Historic District Commission

ix. A member of the Water District

x. A member of the Sewer District

xi. A member of the public with expertise and/or knowledge and/or experience in land use planning, architecture, construction, land surveying, or engineering

C. The administrative officer may invite additional members to sit as full members for specific projects where there is a specialized knowledge, skill, or expertise required for review.

D. Recommendations of the TRC shall be in writing and kept as part of the permanent record of the application. In no case shall the recommendations of the Technical Review Committee be binding on the Planning Board in its activities or decisions. Upon request, the recommendation of the TRC shall be made available to the applicant prior to the consideration of the application for a decision.

E. Procedures. The Planning board shall adopt written procedures establishing the committee's responsibilities.

ARTICLE IX
Public Improvement Guarantees and Recording of Plans and Plats

§ 903. Improvement Guarantees.

A. Amount. Improvement guarantees shall be in an amount and with all necessary conditions to secure for the Town the actual construction and complete installation of all of the required improvements, and the satisfactory completion of all conditions of final approval within the time periods required for completion. The amount shall be based upon actual cost estimates which would be required for the Town to complete all improvements required as a condition of final approval. These estimates shall be initially prepared by the Director of Public Works and submitted to the Administrative Officer, who shall review the estimates, if requested, with the developer. If the developer disagrees with the estimated amount, the developer shall have the opportunity to submit a revised estimate along with supporting justification for the revisions. The Technical Review Committee, ~~if constituted,~~ shall review the Town's amount of the improvement guarantee and the developer's revision, and make a recommendation to the Planning Board. The Planning Board shall review and approve the final amount. The Board may set the guarantee in a reasonable amount in excess of the estimated costs in order to anticipate increases in economic or construction conditions. However, the amount of such increase shall not exceed 120% of the estimated cost of improvements as recommended by the Town.