

September 18, 2019

via e-mail

Sabrina D. Charney Hull
Director of Planning
Town of New Castle
200 South Greeley Avenue
Chappaqua, New York 10514

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EMERITUS

Tunca Iskir
Sylvia S. Munero

Re: Chappaqua Form Based Code - Zoning Diagnostic and Proposed Process,
Detailed Zoning Diagnostics, Outline, and Annotated Outline

Dear Sabrina:

Attached please find the following:

1. Zoning Diagnostics and Proposed Process
2. Detailed Zoning Diagnostics
3. Form Based Code Outline
4. Form Based Code Annotated Outline

Zoning Diagnostics and Proposed Process

This document summarizes the following:

- a. Existing Ordinance Structure
- b. References the Detailed Zoning Diagnostic
- c. Proposed Organization
- d. Existing Approval Process
- e. Proposed Approval Process
- f. Administration

Based on the analysis, we recommend that the Form Based Code be a new District incorporated as new Article VIII. This district will supersede many of the existing provisions of the zoning ordinance, but will also retain reference to existing portions of the Town Code. It is also recommended that the existing approval process should be changed to an administrative process based on the following:

- A GEIS will have been completed for the new code/district and potential impacts will have already been analyzed.
- The new code/district will have detailed regulations designed to ensure implementation that is consistent with the Comprehensive Plan
- A revised process will facilitate implementation of the Comprehensive Plan goals.
- A revised process for projects consistent with the Comprehensive plan and Form Based Code will be incentivized through a more predictable process and time-frame.

Zoning Diagnostics

The Zoning Diagnostic provides an analysis of the existing code, identifies Town Code sections likely needing to be superseded, identifies key elements to be included in the Form Based Code. It also addresses Subdivision of Land. Recommendations are provided for how best to integrate the proposed Form Based Code into the existing Zoning Law, as well as recommendations for an approval process that facilitates implementation of the Comprehensive Plan goals.

Form Based Code Outline

The headings and sub-headings of the Form Based Code are outlined in this document and also represent the Table of Contents. These headings illustrate the topics addressed and the structure of the Form Based Code.

Form Based Code Annotated Outline

This version of the outline includes notes to provide descriptions or commentary for the individual Form Based Code sections.

The above elements along with the material presented at the community meeting will form the basis for the drafting of the code. Please let us know if you have additional comments.

Regards,

A handwritten signature in black ink, appearing to read "Erik J. Aulestia". The signature is fluid and cursive, with a large initial "E" and "A".

Erik J. Aulestia, AICP
Principal