

Anticipated Scope of Services

Overview

Minor Work Effort / Changes	Moderate Work Effort / Changes	Major Work Effort / Changes
1. Introduction		
2. Plan Summary		
	3. Conditions & Trends	
	4. Community Issues & Concerns	
5. Protect Natural Resources		
6. Preserve Open Space		
		7. Maintain And Enhance ... Character <ul style="list-style-type: none"> • PA-490 open space • Review relative to PA-21-29
8. Promote ... Sense Of Place		
	9. Promote Economic Development <ul style="list-style-type: none"> • Fiscal impact analyses 	
	10. Guide Residential Development <ul style="list-style-type: none"> • Update for AH Plan • Refine AH strategies 	
		11. Promote Sustainability & Resiliency <ul style="list-style-type: none"> • Create new section? • Incorporate evolving practices and programs
12. Enhance Community Facilities		
	13. Address Transportation Needs <ul style="list-style-type: none"> • Update for Bike / Ped Plan 	
14. Address Utility Infrastructure Needs		
15. Future Land Use Plan		
		16. Implementation <ul style="list-style-type: none"> • Update implementation status • Evaluate strategy relevance • Evaluate regional approaches • Conduct prioritization exercise • Develop an action plan with prioritization schedule
17. Next Steps		
Appendix / Acknowledgements		
	<ul style="list-style-type: none"> • Update selected maps • Review the POCD relative to PA-21-29 	<ul style="list-style-type: none"> • Implement an on-line survey • Facilitate one community meeting on POCD update • Conduct stakeholder meetings

Scope of Work – Specific Chapters

1. Chapter 1 - Introduction (2 pp)

Minor changes anticipated to reflect 2023 update.

2. Chapter 2 - Plan Summary (4 pp)

Minor changes anticipated to reflect POCD changes.

3. Chapter 3 - Conditions & Trends (10 pp)

Minor/moderate changes anticipated to incorporate more recent demographic / economic / housing data if available and relevant. Since the 2020 Census results are not due to be released until May of 2023, it may or may not be possible to include that data. Land use map to be updated to reflect new open space parcels (see Chapter 6 below). No updates anticipated to Zoning Map.

4. Chapter 4 - Community Issues & Concerns (6 pp)

Moderate changes anticipated to reflect an on-line survey included as part of this update process. The 2017 telephone survey results may be shortened and summarized. Information from a community meeting may also be included in this chapter. Survey results presented throughout the POCD chapters will be updated where possible to reflect the most current data.

5. Chapter 5 - Protect Natural Resources (8 pp)

Minor changes anticipated to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation. No map changes anticipated.

6. Chapter 6 – Preserve Open Space (8 pp)

Minor changes anticipated to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation. Map changes anticipated to reflect recent open space parcels (such as former Culbro properties).

7. Chapter 7 – Maintain And Enhance Community Character (16 pp)**Major changes** anticipated:

- Evaluate the current PA-490 open space assessment approach in Simsbury and help develop policy guidance for setting open space classification criteria for the future (recognizing the Town Attorney's June 2, 2020 letter). This is expected to result in at least one new map in the POCD and several maps illustrating different strategy options.
- Review this section of the POCD (and other sections) relative to PA-21-29 regarding how to integrate Simsbury's long-standing aim of maintaining and enhancing community character (a planning goal) with the statutory replacement of "community character" with "physical site characteristics" (a regulatory construct). This may involve some changes to map legends and/or titles. Approaches to be considered might include:
 - Removing the phrase "community character"
 - Replacing "community character" with "physical site characteristics"
 - Explaining how the planning goal differs from the regulatory construct
- Update strategy tables to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation.

8. Chapter 8 – Promote Places With A Sense Of Place Character (24 pp)

Minor changes anticipated to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation. No map changes anticipated.

9. Chapter 9 – Promote Economic Development (6 pp)**Moderate changes** anticipated:

- Evaluate whether Simsbury should, as part of the application review process, require the inclusion of fiscal impact analyses of future land use projects and their potential impacts on Town services.
- Reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation.
- Survey results from 2017 may be portrayed differently, updated based on on-line survey, or eliminated.
- No map changes anticipated.

10. Chapter 10 – Guide Residential Development (8 pp)**Moderate changes** anticipated:

- Recognize the recently adopted Affordable Housing Plan and evaluate ways to update and refine the POCD's approach to affordable housing (incorporate the entire Plan, include distinct elements in the POCD, or refer to as a resource). Review policy direction which would further clarify support and/or encourage affordable dwelling units in the community.
- Update strategy tables to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation.
- Survey results from 2017 may be portrayed differently, updated based on on-line survey, or eliminated.
- No map changes anticipated.

11. Chapter 11 – Promote Sustainability & Resiliency (6 pp)

Moderate / major changes anticipated:

- Consider creating a *new POCD section on Sustainability and Resiliency* (i.e., relocate the existing chapter into a new section).
- Recommend updates regarding evolving practices and programs such as pollinator pathways, landscaping, solar, invasive species, and climate instability.
- Update strategy tables to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation (and SustainableCT efforts).

12. Chapter 12 – Enhance Community Facilities (6 pp)

Minor changes anticipated to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation. No map changes anticipated.

13. Chapter 13 – Address Transportation Needs (10 pp)

Moderate changes anticipated:

- Update for Bicycle / Pedestrian Master Plan.
- Update strategy tables to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation.
- Several map changes anticipated based on Bicycle / Pedestrian Master Plan.

14. Chapter 14 – Address Utility Infrastructure Needs (8 pp)

Minor changes anticipated to reflect implementation of 2017 strategies and possible new strategies based on outreach and investigation. No map changes anticipated.

15. Chapter 15 – Future Land Use Plan (4 pp)

Minor changes anticipated to reflect 2023 update. Future Land Use Map to be updated to reflect new open space parcels (see Chapter 6 above).

16. Chapter 16 – Implementation (4 pp)

Moderate changes anticipated:

- Prepare recommendations regarding regional approaches and opportunities for shared services with other communities including specific relationships and implementation measures and actions designed to increase service efficiencies.
- *Conduct a prioritization exercise* involving the Planning Commission and other invited stakeholders in order to prepare a priority matrix of implementation strategies to help develop and/or facilitate an action plan with clear prioritization schedule (short, mid, long) for the listed action and implementation items.

17. Chapter 17 – Next Steps / Appendix / Acknowledgements (10 pp)

Minor changes anticipated to reflect 2023 update.

Anticipated Schedule

	2022			2023								
	O	N	D	J	F	M	A	M	J	J	A	S
Kickoff Meeting With Planning Commission												
Stakeholder Meetings												
On-Line Survey												
Community Meeting												
Summarize Community Input				*								
Research / Investigation / Analysis												
Review Conservation / Sustainability Strategies												
Review Development / Infrastructure Strategies												
Discuss First Draft POCD Update							*					
Discuss Revised Draft POCD Update												
Public Meeting On Draft POCD									*			
Summarize Input / Discuss Revisions												
Finalize POCD / Schedule PH												
Statutory Notice Period												
Public Hearing On Adoption												*
Adoption												

DRAFT FOR GEORGE 10/13/22