

Town of Clinton

Site Plan Review Ordinance – Public Hearing Summary

Purpose:

The Site Plan Review Ordinance establishes a process for reviewing development projects to ensure that new construction and land uses are safe, compatible with surrounding properties, and protect environmental and community resources.

Why This Ordinance Exists

The ordinance helps ensure that new development:

- Protects public health and safety
 - Manages traffic and emergency access
 - Protects water resources and groundwater
 - Provides adequate sewage and stormwater management
 - Preserves historic, cultural, and environmental resources
 - Fits appropriately within the surrounding neighborhood.
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When Site Plan Review Is Required

Planning Board approval is required before starting certain projects such as:

- Construction of **new non-residential buildings**
- **Expansion** of non-residential buildings
- Conversion of buildings from **residential to commercial use**
- Projects creating **large paved areas or parking lots**
- Large land uses such as gravel pits, golf courses, or cemeteries
- Development creating significant impervious surfaces.

Some activities **do not require site plan review**, including:

- Single-family homes and duplexes
 - Accessory dwelling units
 - Agricultural activities
 - Timber harvesting
 - Minor home occupations.
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How the Review Process Works

1. Application

Applicants submit a site plan review application to the **Code Enforcement Officer (CEO)**.

2. Project Classification

Projects are classified as either:

Minor Development

- Less than 5,000 sq. ft. of non-residential floor area
- Smaller projects with limited impacts.

Major Development

- 5,000 sq. ft. or more of new development
 - Larger projects such as campgrounds, extraction industries, or projects with significant traffic impacts.
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Planning Board Review Steps

Typical review steps include:

1. **Pre-application meeting** (required for major projects)
2. **Application submission and completeness review**
3. **Public hearing** with notice to nearby property owners
4. **Planning Board review and decision**

The Planning Board may **approve, approve with conditions, or deny the project** based on ordinance standards.

Key Standards Used to Review Projects

Projects must meet standards related to:

Public Services

Development must not overburden:

- Water supply
- Sewer systems
- Fire protection
- Police services
- Waste disposal systems.

Transportation

Projects must provide:

- Safe road access
- Adequate parking
- Safe internal traffic circulation
- Proper driveway placement and visibility.

Neighborhood Compatibility

Projects must minimize impacts on surrounding properties through:

- Noise limits
- Lighting controls
- Landscaping and buffering
- Proper building placement.

Environmental Protection

Projects must protect natural resources such as:

- Wetlands
- Groundwater
- Wildlife habitats
- Floodplains.

Economic and Community Impact

Projects must demonstrate the financial ability to complete construction and avoid negative economic impacts on the community.

After Approval

Once approved:

- The project must follow the **approved site plan**
- Construction must follow all permit conditions
- Changes to the plan may require additional review.

Enforcement

The **Code Enforcement Officer** is responsible for enforcing the ordinance.

Violations may result in:

- Stop-work orders
 - Required corrections
 - Legal enforcement and penalties.
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Bottom Line

The Site Plan Review Ordinance ensures that development in Clinton:

- ✓ Protects the environment
- ✓ Maintains safe roads and infrastructure
- ✓ Fits with surrounding neighborhoods
- ✓ Supports responsible economic development